



CITY OF PALO ALTO OFFICE OF THE CITY CLERK

February 22, 2021

The Honorable City Council
Palo Alto, California

Adoption of a Resolution Scheduling the City Council Summer Break and Winter Closure for 2021

RECOMMENDATION

Adopt the Resolution (Attachment A) scheduling the City Council 2021 Summer Break and Winter Closure on dates determined by Council.

BACKGROUND

Under Municipal Code Section 2.04.010(b), each year, no later than the third meeting in February, the Council shall, by Resolution, schedule its vacation for that year. During the vacation period, the Code states that there shall be no regular meetings of the Council or its standing committees. Under the Code, the Mayor or a majority of the Council may call a special meeting during the scheduled vacation, if necessary.

Staff proposes Tuesday, June 22, 2021 through Sunday, August 1, 2021 for the summer break. Additionally, Staff proposes Tuesday, December 21, 2021 through Sunday, January 2, 2022 for the winter closure.

Staff respectfully requests Council's determination regarding the dates to be set for the Council breaks and adoption of the attached Resolution.

ATTACHMENTS:

- Attachment A: RESO 2021 Council Vacation (DOCX)

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 Summer Vacation and Winter Closure for Calendar Year 2021

R E C I T A L S

A. Pursuant to 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. The City Council desires to set its annual vacation for 2021.

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

SECTION 1. The City Council sets its summer vacation for calendar year 2021 from Wednesday, June 23, 2021 through Sunday, August 8, 2021 and winter closure from Wednesday, December 15, 2021 through Sunday, January 2, 2022.

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: February 22, 2021

AYES:

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

APPROVED:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney

City Manager