

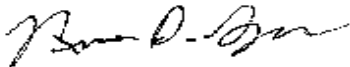
# City of Calistoga Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Richard Spitler, City Manager  
**DATE:** September 1, 2015  
**SUBJECT:** Potential Regular City Council Meeting Time Change to 6:00 P.M.

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APPROVAL FOR FORWARDING:



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Richard D. Spitler, City Manager

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1 **ISSUE:** Consider changing the starting time for regular City Council meetings to 6:00  
2 P.M.  
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4 **RECOMMENDATION:** Direct staff to initiate a Municipal Code amendment if there is  
5 Council support for changing the starting time for regular meetings.  
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7 **BACKGROUND:** At the Council’s August 18<sup>th</sup> meeting, Mayor Canning asked staff to  
8 research the means of changing the regular Council’s meeting time to start at 6:00 P.M.  
9 and schedule the matter for Public Hearing at a future meeting.

10 **DISCUSSION:** In 1991, the then-City Council amended the Municipal Code (Section  
11 2.04.010) to change the Council meeting time from 8:00 P.M. to 7:00 P.M. The minutes  
12 of the August 20, 1991 meeting did not reflect the reason for the time change.  
13

14 Many local jurisdictions – including St. Helena, Yountville, Healdsburg, Sebastopol and  
15 Sonoma – begin their council meetings at 6:00 P.M. American Canyon’s and Napa’s  
16 meet at 6:30 P.M. (the latter meeting is the Napa Council’s evening session; they also  
17 have an afternoon session).  
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19 A 6:00 P.M. meeting time would conclude meetings at an earlier time, thereby allowing  
20 attendees to have a longer period of evening time for other activities.  
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22 This earlier start time would allow sufficient time for most working community members  
23 who wish to attend meetings in person to arrive. Additionally, all meetings may be  
24 watched on-line at any time. Any change to the meeting time would require adoption of  
25 an ordinance after a Public Hearing.

26 **FISCAL IMPACT:** There are no known fiscal impacts associated with an earlier Council  
27 meeting start time.