

RESOLUTION NO. 078-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARCATA, ESTABLISHING THE COUNCIL'S ANNUAL STUDY SESSIONS AND ANNUAL REPORT SCHEDULE WITH THE CITY OF ARCATA COMMISSIONS AND COMMITTEES

WHEREAS, the City Council of the City of Arcata wishes to maintain regular communications with its Commissions and Committees; and

WHEREAS, the City Council desires to communicate with the Commissions and Committees at least twice a year, six months apart: 1) For a study session with the City Council and the Commission or Committee members; and 2) During Council's regularly scheduled meeting for presentation of the Commission's or Committee's annual report; and

WHEREAS, the City Council desires to consolidate the months designated for said Commission's and Committee's study sessions so that they occur quarterly (January, April, July and October) as listed in the schedule below.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Arcata does hereby declare that Resolution No. 067-11 is hereby null and void.

AND BE IT FURTHER RESOLVED that the City Council of the City of Arcata hereby establishes the following revised schedule for annual Commission and Committee study sessions and reports.

1. Definitions

- A. Study Session: A study session is a special meeting between the City Council and a Commission/Committee for the purpose of discussing policies and procedures, short-and long-range plans, relations with citizens, needs of the community, and performance by Commission/Committee relative to its purpose. The Mayor sets the agenda for the study session.
- B. Annual Report: An annual report by a Commission/Committee gives information regarding progress on various goals, how community/citizen needs are being met, how the responsibilities of the Commission/Committee are being fulfilled, the effectiveness of policies and procedures, and recommendations for changes. Preferably, the chair of the Commission/Committee will present the annual report to the City Council at a regularly scheduled meeting under the section of the agenda entitled "Reports by Commission / Committee."

2. Study Session / Report Schedule

Additional Study Sessions may be set if needed per Arcata Municipal Code Section 2206(b) at the request of the Council or Commission / Committee. Reports are scheduled for either the 1st or 3rd Wednesday of the month at the regularly scheduled Council meeting.

COMMISSION/COMMITTEE	STUDY SESSION	REPORT
Energy Committee Transportation Safety Committee Economic Development w/ Redevelopment Agency	JANUARY	July August September
Annual Meeting of the Chairs	LATE FEBRUARY	N/A
Committee on Democracy & Corporations Nuclear Weapons Free Zone & Peace Committee	APRIL	October November
Planning Commission Historic & Design Review Commission	JULY	January February
Open Space & Agriculture Committee Wetlands & Creeks Committee Parks & Recreation Committee Forest Management Committee	OCTOBER	March April May June

This resolution shall be effective upon its adoption.

Dated: February 6, 2008

ATTESTED:

APPROVED:

/s/ Michael M. Hackett
City Clerk, City of Arcata

/s/ Mark E. Wheatley
Mayor, City of Arcata

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of **Resolution No. 078-31**, passed and adopted at the regular meeting of the City Council of the City of Arcata, Humboldt County, State of California, held on the 6th day of February, 2008, by the following vote:

AYES: WHEETLEY, STILLMAN, MACHI, GROVES, PITINO

NOES: NONE

ABSENT: NONE

ABSTENTIONS: NONE

/s/ Michael M. Hackett
City Clerk, City of Arcata