



Legislation Text

File #: Res. 2021-097, **Version:** 1

City Council Meeting Date: October 19, 2021

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Subject:

Consider Adopting Schedule for 2022 City Council Meetings.

Action Requested:

The Northfield City Council is being asked to approve the attached Resolution adopting the schedule of City Council meetings for the first and third Tuesday of each month, with work sessions on the second Tuesday of each month. Exceptions are noted on the attached schedule.

Summary Report:

The Northfield City Charter provides that the Council shall meet at such time as may be prescribed by resolution. The meeting schedule will remain in effect until modified by the Council. The schedule can be modified at any time by resolution. Special meetings may be scheduled as needed as long as they comply with public notice requirements in accordance with the laws of Minnesota. The proposed schedule is as follows:

- Regular council meetings are the 1st and 3rd Tuesday of each month, with exceptions as noted on the attached schedule.
- Work sessions are typically scheduled on the 2nd Tuesday of each month.
- Meetings are typically held at City Hall at 6:00 p.m. unless otherwise noted.
- Regular Council meetings may be combined with work sessions when needed. Work sessions may be combined with a regular meeting, if the length of the agenda permits it. These will be posted on the meeting agenda.
- Additional meetings/work sessions will be scheduled as needed.
- Meetings and work sessions may be cancelled if not needed.

The proposed schedule of 2022 City Council meetings and work sessions is attached. Exceptions to the normal meeting schedule noted above are as follows:

- July 5 - No meeting - Holiday week
- August meeting dates:
 - 8/1 - Monday Council meeting due to National Night Out on 8/2
 - 8/9 - No Meeting - Election Day
 - 8/12 - Council meeting (special - canvass election results)
 - 8/16 - Council worksession
 - 8/23 - Council meeting (optional only if needed)
- November meeting dates:

- 11/8 - No Meeting - Election Day
- 11/15 - Council meeting/worksession (regular - canvass election results)
- 11/22 - Council meeting (optional only if needed)
- December meeting dates:
 - 12/13 Council meeting (optional only if needed)

Alternative Options:

The Council could modify the meeting schedule or delay action on the resolution to a future meeting.

Financial Impacts:

None.

Tentative Timelines:

The current meeting schedule will remain in effect until modified by the Council.