



Date: June 4, 2026

To: Governing Body

From: Andrea Phillips, Deputy City Manager ^{AP}
Marci Eannarino, Legislation and Policy Innovation Manager ^{ME}

Via: Marcos D. Martínez, City Attorney ^{MM}
Brian Moya, Interim City Manager ^{BM}

RE: Proposed study session dates

EXECUTIVE SUMMARY:

Some councilors have asked for study sessions and have proposed dates/options. Staff are seeking Governing Body discussion and direction from the body on this topic. The attached calendars represent two possible options for regular study session dates beginning in July. Specifically, the calendars propose two options. Note that a brief business meeting of the committee could still be held prior to adjourning for a study session, if there are items that must move through that committee on that date. Staff are also seeking direction on which topic(s) shall be slated for the next few sessions so that staff can prepare information, as needed.

- 1) Option one would alternate meeting dates between Quality of Life Committee and Public Works and Utilities Committee as follows:

7/20/2026 – Public Works and Utilities
8/05/2026 – Quality of Life Committee
9/21/2026 – Public Works and Utilities Committee
10/07/2026 – Quality of Life Committee
11/02/2026 – Public Works and Utilities Committee
12/02/2026 – Quality of Life Committee

- 2) Option two would alternate between meeting dates for all three Standing Committees— Quality of Life Committee, Public Works and Utilities Committee, and Finance Committee.

7/01/2026 – Quality of Life Committee

8/03/2026 – Public Works and Utilities Committee
9/08/2026 – Finance Committee
10/07/2026 – Quality of Life Committee
11/02/2026 – Public Works and Utilities Committee
12/07/2026 – Finance Committee


The proposed calendars show study session dates in purple and the Standing Committee color also remains on those dates. The reason for this is because Standing Committee meetings may still be held on the same day as a study session, as long as the meeting agenda remains short. For example, on study session days, a Standing Committee could begin at 5:00 pm and the study session could begin at 5:30 pm. It is also possible that study sessions will not be necessary on all dates.

BACKGROUND:

Study sessions are included in the Governing Body’s Procedural Rules—rule V(B)(4)—as a “workshop format” meeting and that does not include public comment or Governing Body action. These meetings may be convened by the City Manager “as needed for discussing issues of public concern”. The rules go on to state that the meetings, where possible, will be scheduled at least two (2) weeks in advance. Because study sessions have been a tool the Governing Body has been interested in using to build consensus, gain understanding of issues, and to dialogue openly with colleagues about important issues, it makes sense to identify dates for potential study sessions in advance. Additionally, pre-identified dates provide staff and Governing Body members with a predictable way to prepare for and plan around these sessions.

ATTACHMENTS:

Option 1 – Proposed Study Session Calendar
Option 2 – Proposed Study Session Calendar

Signature: 
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