



Office of the City Manager

CONSENT CALENDAR
September 20, 2022

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: Mark Numainville, City Clerk
 Subject: Establish 2023 City Council Meeting Schedule

RECOMMENDATION

Adopt a Resolution establishing the City Council regular meeting schedule for 2023, with starting times of 6:00 p.m.

FISCAL IMPACTS OF RECOMMENDATION

None.

BACKGROUND

Pursuant to the Open Government Ordinance, the Council must adopt an annual regular meeting schedule with at least 24 regular meetings. The schedule generally consists of either two or three meetings per month and provides for Spring, Summer and Winter recess periods. Meetings have not been scheduled on City holidays, Election Day or days of major religious/cultural observances that have work restrictions pursuant to Council policy.

Four City Council Worksessions will be scheduled for 2023. This number is slightly lower than previous years, but due to holidays and the need for two meetings in December to meet the 24-meeting requirement, only four available Worksession dates are scheduled. The Worksession dates are scheduled for the following dates.

- February 21, 2023
- May 16, 2023
- June 20, 2023
- July 18, 2023

The Mayor or a majority of the Council may call special meetings as needed. The Council may also amend the regular meeting schedule when necessary.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects or opportunities, or any climate impacts associated with the subject of this report.

CONTACT PERSON

Mark Numainville, City Clerk, (510) 981-6900

Attachments:

1: Resolution

Exhibit A: 2023 Council Calendar

2: List of Religious/Cultural Observances for 2023

RESOLUTION NO. ##,###-N.S.

ADOPTING THE CITY COUNCIL 2023 REGULAR MEETING SCHEDULE

WHEREAS, pursuant to the Open Government Ordinance, the Council must adopt an annual meeting schedule with at least 24 regular meetings; and

WHEREAS, the proposed schedule (Exhibit A) provides for regular meetings to occur with starting times of 6:00 p.m. on specified Tuesdays of each month with exceptions provided for recess periods or when a meeting would fall on a City, religious or cultural holiday with work restrictions or Election Day; and

WHEREAS, the Council desires to establish as part of their schedule a Winter, Spring and Summer recess period for 2023; and

WHEREAS, the Mayor or a majority of the Council may call special meetings or revise the regular meeting schedule when necessary.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council adopts the 2023 regular meeting schedule on specified Tuesdays at 6:00 p.m. as indicated:

Winter Recess – December 14, 2022 – January 16, 2023
January 17 and January 31, 2023
February 14 and February 28, 2023
March 14 and March 21, 2023
Spring Recess – March 22 – April 10, 2023
April 11 and April 25, 2023
May 9, and May 23, 2023
June 6, June 13 and June 27, 2023
July 11 and July 25, 2023
Summer Recess – July 26 – September 11, 2023
September 12 and September 19, 2023
October 3 and October 10, 2023
November 7, November 14, and November 28, 2023
December 5 and December 12, 2023
Winter Recess – December 13, 2023 – January 15, 2024

Exhibit A: 2023 Council Calendar

City Clerk Department 2023 Council Calendar

(Subject to change. For the latest information, please contact the City Clerk Department, 510-981-6900.)

Date	Time
January	
Winter Recess (Dec. 14, 2022 – Jan. 16, 2023)	
Jan 17	6:00 p.m.
Jan 31	6:00 p.m.
February	
Feb 14	6:00 p.m.
Feb 28	6:00 p.m.
March	
Mar 14	6:00 p.m.
Mar 21	6:00 p.m.
April	
Spring Recess (March 22 – April 10, 2023)	
April 11	6:00 p.m.
April 25	6:00 p.m.
May	
May 9	6:00 p.m.
May 23	6:00 p.m.
June	
June 6	6:00 p.m.
June 13	6:00 p.m.
June 27	6:00 p.m.
July	
July 11	6:00 p.m.
July 25	6:00 p.m.
Summer Recess (July 26 – Sept. 11, 2023)	
September	
Sept 12	6:00 p.m.
Sept 19	6:00 p.m.
October	
Oct 3	6:00 p.m.
Oct 10	6:00 p.m.
November	
Nov 7	6:00 p.m.
Nov 14	
Nov 28	6:00 p.m.
December	
Dec 5	6:00 p.m.
Dec 12	6:00 p.m.
Winter Recess (Dec. 13, 2023 – Jan. 15, 2024)	

City Policy Regarding the Scheduling of City Meetings on All Significant Religious Holidays

Pursuant to Resolution No. 70,066-N.S., it is the policy of the City to avoid scheduling meetings of City Legislative Bodies (City Council, Commissions and Boards, Council Policy Committees, Task Forces) on religious holidays that incorporate significant work restrictions.

City legislative bodies must avoid scheduling meetings on the religious holidays listed below.

Religion	Holiday	Date	2023 Date
Christian	Good Friday	Varies (March or April)	4/7/23
Christian	Easter Sunday	Varies (March or April)	4/9/23
Christian	Christmas	December 25	12/25/23
Jewish	Rosh Hashanah	Varies (Sept. or Oct.)	9/15/23-9/17/23
Jewish	Yom Kippur	Varies (Sept. or Oct.)	9/24/23-9/25/23
Jewish	Sukkot - first and last day	Varies (Sept. or Oct.)	9/29/23, 10/6/23
Jewish	Shmini Atzeret/ Simchat Torah	Varies (Sept. or Oct.)	10/6/23-10/8/23
Jewish	Chanukah (1 st night)	Varies (Nov. or Dec.)	12/7/23
Jewish	Passover (Nights 1, 2, 7, 8)	Varies (March or April)	4/5,4/6,4/12,4/13
Jewish	Shavuot	Varies (May or June)	5/25/23-5/27/23
Jewish	Shabbat	Weekly	Friday sunset to Saturday sunset
Jewish*	Purim	Varies (February or March)	3/6/23-3/7/23
Jewish*	Tish'a B'Av	Varies (July or August)	7/26/23-7/27/2023
Jewish*	Yom HaShoah	Varies (April or May)	4/17/23-4/18/23
Buddhist	Vesak	Varies (April or May)	5/5/23
Hindu	Diwali	Varies (Oct. or Nov.)	11/12/23
Hindu	Dussera	Varies (Oct.)	10/24/2023
Hindu	Holi	Varies (March)	3/8/23
Hindu	Makar Sankranti	Varies (January or February)	1/14/2023
Islam	Eid al-Fitr	Varies	4/21/23-4/22/23
Islam	Eid al-Adha	Varies	6/28/23-6/29/23
Shinto	New Year	January 1-3	1/1/23-1/3/23
Shinto	Obon Ceremony	August 13-15	8/13/23-8/15/23
Baha'i Faith	Birth of Baja'u'llah	Varies	10/16/22-10/17/23
Baha'i Faith	Birth of Bab	Varies	10/16/22-10/17/23
Cultural	Chinese New Year (Day 1-7)	Varies (Jan. 21 – Feb. 20)	1/21/23-1/27/23
Cultural	Kwanzaa	Dec. 26 – Dec. 31	12/26/23-1/1/24

* No work restriction, but avoid scheduling meetings if possible

