

To: **Mayor and City Council**
From: **Nate Burkett, City Manager/Executive Director**
Date: **June 28, 2021**

Establish EDA Work Session/Meeting Schedule

BACKGROUND INFORMATION:

When the 2021 meeting schedule was established it stated that EDA work sessions and regular meetings would be held on an “as needed” basis. This has the effect of making every meeting of the EDA a special meeting under the open meeting law.

Staff is proposing to amend the meeting schedule to state that EDA work sessions and regular meetings will be held on the 4th Monday of every month following the city council meeting. This would be an alteration to the normal pattern where OCWS and EDA work sessions are held before regular city council.

EDA meetings that are unnecessary will be cancelled.

FISCAL IMPACT:

Fund	Department	Account	Amount
NA			

STAFF RECOMMENDATION:

Approve amendment to the EDA work session meeting schedule to state that EDA work sessions and regular meetings will be held on the 4th Monday of every month following the regular city council meeting.