



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal
Hill, California 90755-3799

STAFF REPORT

6/10/2025

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: TINA KNAPP
ASSISTANT CITY CLERK**

SUBJECT: VERIFICATION OF QUORUM/SCHEDULE OF MEETINGS - JULY & AUGUST 2025

Summary:

Due to potential scheduling conflicts with the summer holiday season, staff is seeking verification of whether there will be a quorum present, or whether the City Council desires to cancel Regular City Council meetings in July and August.

Strategic Plan Goal(s):

Goal No. 5 High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of City services.

Recommendation:

Due to potential conflicts with the summer holiday season, staff is recommending the City Council cancel regularly scheduled City Council meetings in July and August of 2025, potentially July 22 and August 12, 2025.

Fiscal Impact:

There is no fiscal impact associated with the recommended action. Warrants scheduled to be issued on these meeting dates will be processed as usual and presented for City Council approval at the following meeting.

Background:

The City Council reviewed holding the first meetings of July and August 2025 at the City Council meeting of October 8, 2024, and asked staff to agendize the determination as to whether to conduct

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these two meetings closer to the meeting dates. The first Regular meeting of the City Council in July is scheduled for Tuesday, July 8, 2025, and the second regularly scheduled meeting that month is July 22, 2025. The first Regular meeting of the City Council in August is scheduled for Tuesday, August 12, 2025, and the second meeting that month is scheduled for August 26, 2025.

Section 310 of the City Charter states, "three members of the city council shall constitute a quorum to do business." Staff is seeking verification whether a quorum will be present for these meetings. If no quorum is present, or the City Council desires, the City Council may direct staff to cancel these meetings.

Analysis:

Staff has reviewed possible agenda items for upcoming meetings in July and August and determined there is a need to conduct City business on the meetings of July 8, 2025, and August 26, 2025, but there is no immediate business impact to cancelling the meetings of July 22, 2025 and August 12, 2025.

Reviewed for Fiscal Impact:

Siamlu Cox

Attachment:

None.