

CITY OF SEBASTOPOL CITY COUNCIL
AGENDA ITEM REPORT FOR MEETING OF: January 6, 2026

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To: Honorable City Councilmembers
From: Agenda Review Committee
Responsible Department: Interim City Manager
Subject: Approval of Setting of the Calendar Year 2026 City Council Meetings

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RECOMMENDATION:

This item is to request that the City Council Approve and Adopt the attached Resolution Approving the Calendar Year 2026 City Council Meeting Dates.

EXECUTIVE SUMMARY:

The City Council is asked to approve and adopt a resolution establishing the regular City Council meeting dates for Calendar Year 2026. Adoption of the annual meeting calendar provides clarity and transparency for the public, City officials, and staff, and assists in planning City business while avoiding conflicts with holidays and major City events.

PROCESS OF AGENDA ITEM:

1. If item remains on consent, no presentation of item is required. Item would be approved as a consent calendar item.
2. If item is removed from the consent calendar; item would be placed at the end of the regular agenda items or as otherwise determined by the Mayor for discussion following the process below:
 - a. Presentation of agenda item by the Requestor or Responsible Department
 - b. Questions and discussion from Councilmembers
 - c. Public comment period
 - d. Council deliberation and motion

BACKGROUND:

Pursuant to Government Code Section 54954, each legislative body of a local agency, except for advisory committees or standing committees, shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings.

The City of Sebastopol Municipal Code Chapter 2.08 states that the City Council of the City of Sebastopol shall hold regular meetings on the first and third Tuesday of each and every month, commencing at 6:00 p.m. on the first Tuesday of the month and at 6:00 p.m. on the third Tuesday of the month. In the event the regular meeting of the Council falls upon a day designated by law as a legal holiday, such meeting shall be held the same hour on the next succeeding day not a holiday, or on such other date as the Council may designate.

The Municipal Code also states that all regular meetings of the City Council shall be held in the Sebastopol Youth Annex/Teen Center, 425 Morris St, Sebastopol, Sonoma County, California, or other such place as

shall be designated in the notice of such meeting. In the event the meeting is in such place other than the Youth Annex, notice shall be given as required by law.

DISCUSSION:

As an aid in planning the annual schedule of City meetings and to avoid conflicts with various City events and with major holidays, staff has prepared a list of the 2026 City Council meetings from January 2026 through December 2026. A copy of the 12 month schedule is attached.

Of Note: other City Meeting Schedules are listed below for information:

Planning Commission	6:00 pm	Second and Fourth Tuesday of the Month
Design Review Board	3:30 pm	Fourth Tuesday the Month
Public Arts Committee	1:00 pm	Second Tuesday of Every Other Month
Climate Action Committee	3:00 pm	Second Tuesday of the Month

Agenda Review Committee Meetings. Dates/times determined by Agenda Review Committee. This meeting is typically the Wednesday following a City Council meeting unless otherwise noted.

Budget Committee Meetings: Dates/times determined by Committee

Sebastopol Commons: Building the Commons: Dates/times determined by Committee

Oversight Committee for Enterprise Funds: Dates/times determined by Committee

Other Meetings of Note:

Sonoma County Mayors and Councilmembers Association Meetings

Sonoma County Mayors Monthly Meeting

CITY HOLIDAYS

- New Year's Day (January 1st)
- Martin Luther King's Birthday (3rd Monday in January)
- Lincoln's Birthday (February 12th)
- Washington's Birthday (3rd Monday in February)
- Caesar Chavez Day (March 31st)
- Memorial Day (Last Monday in May)
- Juneteenth (June 19th)
- Independence Day (July 4th)
- Labor Day (1st Monday in September)
- Veteran's Day (November 11th)
- Wednesday before Thanksgiving
- Thanksgiving Day (4th Thursday in November)
- Christmas Eve Day (December 24th)
- Christmas Day (December 25th)
- New Year's Eve Day (December 31st)

Cancellation of Regular Meetings

Any meeting of the Council may be cancelled in advance by a majority vote of the City Council at a regularly scheduled City Council Meeting. The Mayor may cancel a meeting in the case of an emergency, when a majority of members have confirmed in writing their unavailability to attend a meeting, when there is not a quorum at the start of the meeting. Cancelled meetings will be noted on the agenda and posted for the public.

The Council has routinely cancelled the second regular meeting in August. For Calendar Year 2026, the second regular City Council meeting in August is scheduled for Tuesday, August 18, 2026.

STAFF ANALYSIS:

Government Code Section 54954 requires legislative bodies to establish the time and place of regular meetings by resolution or similar action. Adoption of the 2026 City Council meeting calendar satisfies this requirement and ensures compliance with the Ralph M. Brown Act.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

FISCAL IMPACT: There is no fiscal impact associated with adoption of the 2026 City Council meeting calendar.

RESTATED RECOMMENDATION:

That the City Council approve and adopt the Resolution approving the Calendar Year 2026 City Council Meeting Dates.

OPTIONS:

That the City Council approve and adopt the Resolution with modifications to meeting dates as directed by the City Council.

ATTACHMENT(S):

Resolution with Calendar of Council Meetings

APPROVALS:

Department Head Approval:

Approval Date: 12-29-2025

CEQA Determination (Planning):

Approval Date: 12-29-2025

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA)

Administrative Services/Financial Approval:

Approval Date: 12-29-2025

Costs authorized in City Approved Budget: ☐ Yes ☐ No ☒ N/A
Account Code (f applicable) _____
City Attorney Approval: Approval Date: 12-29-2025
City Manager Approval: Approval Date: 12-29-2025

CITY OF SEBASTOPOL
RESOLUTION NO. XXXX-2026

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL ADOPTING
THE 2026 CITY COUNCIL MEETING DATES

WEHREAS, The City of Sebastopol Municipal Code Chapter 2.08 states that the City Council of the City of Sebastopol shall hold regular meetings on the first and third Tuesday of each and every month, commencing at 6:00 p.m. on the first Tuesday of the month and at 6:00 p.m. on the third Tuesday of the month; and

WHEREAS, the City council desires to establish the date and time of their regular meetings as listed in Exhibit A.

Now, Therefore, Be It Resolved by the City Council of the City of Sebastopol that for Calendar Year 2026, the regular meetings of the City Council shall be held or cancelled as noted on the dates set forth on Exhibit A to this Resolution.

IN COUNCIL DULY PASSED, APPROVED AND ADOPTED this 6th day of January 2026.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City of Sebastopol City Council by the following vote:

VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Mayor Jill McLewis

ATTEST: _____
Mary Gourley, Interim City Manager/City Clerk, MMC

APPROVED AS TO FORM: _____
Alex Mog, City Attorney

JAN 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1 New Year's Day	2	3
4	5	6 -City Council Meeting 6:00pm	7	8	9	10
11 -Budget Committee 10:00am	12	13 -Enterprise Fund Oversight Committee 9:00am -Public Arts Committee 1:00pm -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	14	15	16	17
18	19 M L King Day	20 -City Council Meeting 6:00pm	21	22	23	24
25	26	27 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	28	29	30	31

FEB 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 -City Council Meeting 6:00pm	3	4	5	6	7
8	9 -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	10	11	12 Lincoln's Birthday -Sonoma County Mayors and Councilmembers Meeting/Dinner	13	14
15	16 Washington's Birthday	17 -City Council 6:00pm	18	19	20	21
22	23 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	24	25	26	27	28

MAR 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 -City Council 6:00pm	4	5	6	7
8	9	10 -Public Arts Committee 1:00pm -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	11	12	13	14
15	16	17 -City Council 6:00pm	18	19	20	21
22	23	24 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	25	26	27	28
29	30	31 Cesar Chavez Day	1	2	3	4

APR 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1	2	3	4
5	6	7 -City Council 6:00pm	8 -Sonoma County Mayors and Councilmembers Meeting/Dinner	9	10	11
12	13	14 -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	15	16	17	18
19	20	21 -City Council 6:00pm	22	23	24	25
26	27	28 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	29	30	1	2

MAY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	1	2
3	4	5 -City Council 6:00pm	6	7	8	9
10	11	12 -Building the Commons: Oversight Committee 1:00pm -Public Arts Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	13	14	15	16
17	18	19 -City Council 6:00pm	20	21	22	23
24	25 Memorial Day	26 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	27	28	29	30
31	1	2	3	4	5	6

JUN 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2 -City Council 6:00pm	3	4	5	6
7	8	9 -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	10	11 -Sonoma County Mayors and Councilmembers Meeting/Dinner	12	13
14	15	16 -City Council 6:00pm	17	18 Juneteenth	19	20
21	22	23 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	24	25	26	27
28	29	30	1	2	3	4

JUL 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1	2 Independence Day	3	4
5	6	7 -City Council 6:00pm	8	9	10	11
12	13	14 -Public Arts Committee 1:00pm -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	15	16	17	18
19	20	21 -City Council 6:00pm	22	23	24	25
26	27	28 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	29	30	31	1

AUG 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3	4 -City Council 6:00pm	5	6	7	8
9	10	11 -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	12	13 -Sonoma County Mayors and Councilmembers Meeting/Dinner	14	15
16	17	18 -City Council 6:00pm	19	20	21	22
23	24	25 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	26	27	28	29
30	31	1	2	3	4	5

SEP 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1 -City Council 6:00pm	2	3	4	5
6	7 Labor Day	8 -Public Arts Committee 1:00pm -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	9	10	11	12
13	14	15 -City Council 6:00pm	16	17	18	19
20	21	22 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	23	24	25	26
27	28	29	30	1	2	3

OCT 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	1	2	3
4	5	6 -City Council 6:00pm	7	8 -Sonoma County Mayors and Councilmembers Meeting/Dinner	9	10
11	12	13 -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	14	15	16	17
18	19	20 -City Council 6:00pm	21	22	23	24
25	26	27 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	28	29	30	31

NOV 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 -City Council 6:00pm	4	5	6	7
8	9	10 -Public Arts Committee 1:00pm -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	11 Veterans Day	12	13	14
15	16	17 -City Council 6:00pm	18	19	20	21
22	23	24 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	25 Thanksgiving	26 Thanksgiving Day	27	28
29	30	1	2	3	4	5

DEC 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	1 -City Council 6:00pm	2	3	4	5
6	7	8 -Building the Commons: Oversight Committee 1:00pm -Climate Action Committee 3:30pm -Planning Commission 6:00pm	9	10	11	12
13	14	15 -City Council 6:00pm	16	17	18	19
20	21	22 -Design Review/Tree Board 3:30pm -Planning Commission 6:00pm	23 Christmas Eve	24 Christmas Day	25	26
27	28	29	30 New Year's Eve	31 New Year's Day	1	2