



CITY COUNCIL STAFF REPORT



April 21, 2026

ITEM TITLE

Meeting Designation: Designate July 7, 2026 as a Non-Regular Meeting Day Pursuant to Chula Vista Municipal Code Section 2.04.020

Report Number: 26-0121

Location: No specific geographic location

Department: City Manager

G.C. § 84308 Regulations Apply: No

Environmental Notice: This activity is not a “Project” as defined under Section 15378 of the California Environmental Quality Act State Guidelines. Therefore, pursuant to State Guidelines Section 15060(c)(3) no environmental review is required.

Recommended Action

Place an ordinance on first reading designating July 7, 2026 as a non-regular meeting day pursuant to Chula Vista Municipal Code Section 2.04.020 **(First Reading)**.

SUMMARY

This item designates July 7, 2026, as a non-regular meeting day. This action ensures that the date is not considered a regular meeting for purposes of timing requirements tied to regular meetings.

ENVIRONMENTAL REVIEW

The proposed activity has been reviewed for compliance with the California Environmental Quality Act (CEQA), and it has been determined that the activity is not a “Project” as defined under Section 15378 of the State CEQA Guidelines because it will not result in a physical change in the environment. Therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is required.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Not applicable.

DISCUSSION

Chula Vista Municipal Code Section 2.04.020 establishes that regular City Council meetings are held on the first through fourth Tuesdays of each month. The section also provides that meetings may be canceled as necessary. Lastly, this section provides that “[i]t shall be the general policy of the City Council to cancel any meetings in the...first week of July...” and “these meetings may be reinstated if necessary by a majority of the Council.”

July 7, 2026 falls on the first Tuesday of the month and would otherwise be considered a regular meeting; however, based upon the subsequent language in the Municipal Code, this meeting would be canceled unless reinstated by a majority vote the Council. While the Council may cancel a meeting, certain procedural requirements under state law, such as election certification, and local practice are tied specifically to “regular” meetings.

To avoid unintended procedural consequences, it is recommended to formally designate this date as a non-regular meeting day. This action provides clarity for the administration of agenda timing and related requirements.

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the real property holdings of the City Councilmembers do not create a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware and has not been informed by any City Councilmember of any other fact that may constitute a basis for a decision-maker conflict of interest in this matter.

CURRENT-YEAR FISCAL IMPACT

There is no current year fiscal impact as a result of this action.

ONGOING FISCAL IMPACT

There is no ongoing fiscal impact as a result of this action.

ATTACHMENTS

None

*Staff Contact: Tiffany Allen, City Manager
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