

TITLE 2

ADMINISTRATION AND PERSONNEL

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Chapter 2.04

COUNCIL¹

Sections:

- 2.04.010 Time of meetings.
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- 2.04.030 Special meetings.

2.04.010 Time of meetings. Regular meetings of the town council shall be held on the second Thursday of each month at the time fixed by resolution of the town council. Should the meeting date fall upon a legal holiday, the meeting shall be held on the next working day thereafter ensuing at the time fixed by resolution. The town council also by resolution may change the regular meeting date of the town council from the second Thursday of a given month to another day of the month specified by the resolution (Ord. 666, 2015; Ord. 463 §1, 1987: prior code §2400).

2.04.020 Place of meetings. All meetings of the town council shall be held at the building known as the town hall, situated at the northwest corner of Lagunitas Road and Red Hill and Ross Landing Road (also known as the State Highway), in the town, in the room in the building known as the council chamber. (Prior code §2401).

2.04.030 Special meetings. Special meetings of the town council shall be called at any time on the order of the mayor, or on the order of three council members. Notice of special meetings of the town council, stating the time, and in the general terms the purpose or purposes thereof, shall be mailed or personally delivered to each council member by the town clerk not later than the day before the day appointed for the meeting. If all of the council members are present at any council meeting, however called or noticed, and consent thereto, which oral consent is entered on

¹ For statutory provisions relating to times and procedures for council meetings, see Gov. C.A. §§36805, 36807—36814.

the record of the meeting, or if the majority of the council members are present, and those not present sign a written waiver of notice of the meeting, whether prior to or after holding the meeting, which waiver shall be filed with the town clerk and entered on the record of the meeting, any business which may be transacted at the meeting and the transactions of the meeting shall be as valid as if at a meeting regularly called and noticed. (Ord. 728(part), 2025; Prior code §2402).