

**CITY OF PACIFIC GROVE, CALIFORNIA  
CITY COUNCIL POLICY**

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Council Attendance at Meetings	000-13	January 19, 1994	1 of 1

**POLICY STATEMENT**

Attendance at all meetings by the Pacific Grove City Council is governed by the requirements of the Brown Act pertaining to open meetings. One of the major requirements is that a quorum of the Council (four members) shall not be present or in attendance at any meeting in which City business is discussed or conducted without the meeting being subject to posting and notice requirements. The only exception is where the meeting is strictly for social purposes and no City business is conducted.

There may be situations in which Councilmembers may unknowingly come to a non-noticed meeting and find a quorum present. To comply with the law in these situations, the Council adopts the following policy:

1. Before the start of any such meeting, a sufficient number of Councilmembers shall leave the meeting to insure a quorum is not present.
2. The Mayor shall be allowed to remain at the meeting as one of the three Councilmembers allowed.
3. The remaining Councilmembers who wish to attend such a meeting shall draw lots to determine who may remain. No more than three of the seven Councilmembers shall attend any such meeting.
4. Once a meeting begins, where fewer than three councilmembers are in attendance, councilmembers may remain in order of arrival so long as a quorum is not present.

If any dispute arises from this procedure, the City Attorney shall be contacted and shall advise the Council on requirements for meeting attendance. The City Attorney's advise shall form the basis for resolving any dispute.

ADOPTED: Jan. 19, 1994

RESOLUTION NO: 6387