

**STAFF REPORT**  
**Lancaster Housing Authority**

HA CC 1
09/10/13
MVB

DATE: September 10, 2013

TO: Chair Szeto & Housing Authority Members

FROM: Geri K. Bryan, CMC, Authority Secretary

SUBJECT: **Holiday Meeting Schedule**

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**Recommendation:**

Adopt **Resolution No. HA 02-13**, amending Section 501 of the Lancaster Housing Authority Bylaws pertaining to regular meeting day and time.

**Fiscal Impact:**

None

**Background:**

Each year, the Housing Authority has approved the cancellation of the second meetings in November and December due to the Thanksgiving and Christmas holidays. Staff recommends adopting this resolution to change the meeting day and time to avoid placing this item before the Authority each year. A special meeting of the Housing Authority may be called at any time by the Chair, or by three members of the Authority, as established in the Ralph M. Brown Act.

**Attachment:**

Resolution No. HA 02-13

GB:ba