

**AGENDA
ITEM**

11




CITY COUNCIL


AGENDA STAFF REPORT

DATE: December 20, 2023

TO: Mayor and City Council

APPROVED BY: Esperanza Colio Warren, City Manager 

REVIEWED BY: Esperanza Colio Warren, City Manager

PREPARED BY: Veronica L. Alvarado, City Clerk 

SUBJECT: Approval of Master Calendar of City Council Meetings for Calendar Year 2024

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Recommendation:

Consider approval of master calendar of City Council meetings for calendar year 2024.

Background:

The City's master calendar establishes all regular Council meetings throughout the calendar year 2024. It will address all meetings that need to be changed or moved per Council direction. The calendar will allow the Public, the Council and Staff to prepare for projects, public hearings so that notices are published appropriately and also schedule for upcoming events.

Discussion and Analysis:

The Master Calendar can be used as a tool to agendize items that are presented to the Council on an annual basis. The Calendar will also allow staff to address time-sensitive matters requiring Council action and if needed, schedule a special meeting to take care of pressing items.

The following are the proposed Council meeting date changes for Council consideration: (The Council may select alternate dates for cancelled meetings)

1. Due to minimal staff available due to the end of year holidays and vacation time off, there is limited time available to complete agenda packets for January 2024 meetings. Consideration is being requested to cancel the meeting of January 3, 2024 and keep the second meeting on January 17, 2024.
2. Consideration is requested to go dark for the month of August 2024.

3. Consideration is requested to cancel or reschedule meeting of June 19, 2024 due to Holiday and October 16, 2024 due to the League of Cities Annual Conference being held on October 16-18, 2024.

Fiscal Impact:

No increase in fiscal impact. There will be a savings cost in video taping of the January and August meetings.

Coordinated With:

City Manager
City Clerk

Attachment(s):

1. Master Calendar for Calendar Year 2024

JANUARY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 *New Year's Day Holiday*	2	3 CITY COUNCIL MEETING CANCELLED	4	5	6
7	8	9	10	11	12	13
14	15 *Martin Luther King Day Holiday*	16	17 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

FEBRUARY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6	7 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	8	9	10
11	12	13	14	15	16	17
18	19 *Presidents' Day Holiday*	20	21 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	22	23	24
25	26	27	28	29	1	2

MASTER CALENDAR OF CITY COUNCIL MEETINGS - CALENDAR YEAR 2024

MARCH 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	1	2
3	4	5	6 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	7	8	9
10	11	12	13	14	15	16
17	18	19	20 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	21	22	23
24	25	26	27	28	29 *Spring Holiday*	30
31 *Cesar Chavez Day Holiday*	1	2	3	4	5	6

MASTER CALENDAR OF CITY COUNCIL MEETINGS - CALENDAR YEAR 2024

APRIL 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 *Cesar Chavez Day Holiday*	2	3 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	4	5	6
7	8	9	10	11	12	13
14	15	16	17 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

MASTER CALENDAR OF CITY COUNCIL MEETINGS - CALENDAR YEAR 2024

MAY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	2	3	4
5	6	7	8	9	10	11
12	13	14	15 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	16	17	18
19	20	21	22	23	24	25
26	27 *Memorial Day Holiday*	28	29	30	31	1

MASTER CALENDAR OF CITY COUNCIL MEETINGS - CALENDAR YEAR 2024

JUNE 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 Memorial Day	28	29	30	31	1
2	3	4	5 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	6	7	8
9	10	11	12	13	14	15
16	17	18	19 * Juneteenth Day Holiday*	20	21	22
23	24	25	26 City Council Meeting Cancelled	27	28	29
30	1	2	3	4 Independence Day	5	6

JULY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	4 *Independence Day Holiday*	5	6
7	8	9	10	11	12	13
14	15	16	17 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

AUGUST 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6	7 City Council Meeting Cancelled	8	9	10
11	12	13	14	15	16	17
18	19	20	21 City Council Meeting Cancelled	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 *Labor Day Holiday*	3	4 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	5	6	7
8	9 *Admissions Day Holiday*	10	11	12	13	14
15	16	17	18 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

OCTOBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	2	3	4	5
6	7	8	9	10	11	12
13	14	15 City Council Meeting Cancelled or Rescheduled	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

NOVEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	7	8	9
10	11 *Veterans Day Holiday*	12	13	14	15	16
17	18	19	20 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	21	22	23
24	25	26	27	28 *Thanksgiving Day Holiday*	29 *Thanksgiving Day Holiday*	30

DECEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	5	6	7
8	9	10	11	12	13	14
15	16	17	18 City Council Meeting Closed Session 5:30pm Open Session 6:30 pm	19	20	21
22	23	24	25 *Christmas Day Holiday*	26	27	28
29	30	31	1	2	3	4