

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: NOVEMBER AND DECEMBER CITY COUNCIL MEETINGS

DATE: September 20, 2023

Background

Annually the City Council reviews their regularly scheduled meetings to determine conflicts with conferences and holidays during the months of November and December.

The City Charter states: "The Council must meet at least once a month at a time and place designated by its rules, and may meet at other times in accordance with the rules."

The first meeting in November is Monday, November 13th any Councilmember attending the National League of Cities Conference would be leaving Tuesday or later during that week. Thanksgiving falls on Thursday, November 23, 2023 and the regularly scheduled second meeting date in November is Monday, November 27, 2023. The second meeting date in December falls on Monday, December 25, 2023.

Neither meeting in November conflicts with conference or holidays, but the Council may want to review their calendars to determine whether there are any personal conflicts.

The December 25, 2023 meeting falls on the Christmas holiday and should be cancelled or rescheduled.

Other meetings may be scheduled during November and December to conduct business associated with the City Manager recruitment.

Recommendation

That the City Council cancel the Council meeting on December 25, 2023.

Cost

No cost.


Richard Meyers, City Manager