



2024 Proposed Council Meeting Calendar

SEPTEMBER 5, 2023

Overview

City Council Policy #17 requires a calendar be adopted by December 1 for council meeting schedules

This item is to review the calendar for 2024 and consider some changes

This calendar will have more than council meetings and holidays, will include council committee schedules and internal deadlines

Goal is to achieve transparency and consistency with council meetings for the city council, citizens, and staff



Council Meetings

Generally - 1st and 3rd
Mondays of the Month

Time inconsistent

Location unchanged

Regular Called Council Meetings

1 st Meeting of Month	2 nd Meeting of the Month
9:30 am	5:30 pm
Work Session 9:30 am to 11:00 am	4A 4:30 pm (if needed)
Lunch break	4B 5:00 pm (if needed)
Regular Session 11:45 am	Regular Session 5:30 pm

1st Meeting

- ❖ Work Session would be listed as a separate agenda and contain reports and discussion items only – NO ACTION BY THE CITY COUNCIL
- ❖ Lunch break would not be listed anywhere this is an internal notation ONLY
- ❖ Regular Session would be listed as a separate agenda – ACTION items only

2nd Meeting

- ❖ 4A and 4B would remain consistent on time and date – aids staff in scheduling and planning
- ❖ 4A and 4B would only be if needed
- ❖ Regular Session 5:30 pm – ALL proclamations and ceremonial presentations would occur at this meeting
- ❖ Regular Session 5:30 pm – No reports or discussion items only ACTION items

Council Committees

Month	Days	Committees
January	2 nd / 4 th Wednesday	4 committees
February	1 st Wednesday	2 committees
April	1 st / 3 rd Wednesday	4 committees
May	2 nd Wednesday	2 committees
July	3 rd Wednesday	2 committees
August	1 st / 3 rd Wednesday	4 committees
September	4 th Wednesday	2 committees
October	4 th Wednesday	2 committees
November	1 st Wednesday	2 committees

1. Public Safety & Municipal Court
2. Infrastructure & Development
3. Finance
4. Community Service
5. Community & Intergovernmental Relations
6. City Council Policies & Valuation

All council committees will have meetings schedule for at least 4 times a year. More meetings can be added as needed.

Budget & Tax Rate Special Meetings

Special Meetings for the Budget and Tax Rate are incorporated into the calendar

Meeting date	Topic
April 26 (Special Meeting)	5 year operating presentation & supplemental presentations
May 6 (Regular Meeting)	5 year fund / 5 year CIP / Fee projections
June 3 (Regular Meeting)	5 year fund / 5 year CIP / Fee projections
July 15 (Regular Meeting)	General Fund / Debt Service & Benefits – Compensation CMO recommendations
August 5 (Regular Meeting)	Tax Rate
August 12 (Special Meeting)	CMO proposed budget
September 3 (Special Meeting)	1 st reading of all ordinances
September 9 (Regular Meeting)	Final reading of all ordinances

These dates are what we will strive to accomplish HOWEVER they could change and additional meetings needed.