



STAFF REPORT	
SUBJECT: Annual Calendar of Meetings for 2025	MEETING DATE: December 5, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input checked="" type="checkbox"/> Information only <input type="checkbox"/> Discussion <input type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review and file the proposed 2025 City Council meeting calendar.

BACKGROUND/DISCUSSION:

The proposed meeting schedule for 2025 is attached. In addition to the proposed regular meeting schedule, your Council may schedule additional special meetings and workshops with proper Brown Act noticing.

The January 2nd, 2025 meeting will be cancelled due to the holiday. As a reminder, City Hall administration office will be closed from December 24th through January 2nd.

The June 19th meeting is proposed to be cancelled due to a conflict with school graduation ceremonies.

The July 3rd meeting will be cancelled due to the July 4th holiday. City Hall administration offices will be closed that day and staff will be off.

The October 16th meeting will be cancelled due a conflict with the CalCities Annual Conference. It is anticipated that at least a majority of the Council, along with the City Manager and Administrative Services Director/City Clerk, will attend the Conference.

OPTIONS:

1. Move to approve the proposed 2025 City Council meeting calendar.
2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

No action necessary. This item is to receive and file.

- Attachments:** 1) Proposed meeting calendar