



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Annual Calendar of Meetings for 2026

MEETING DATE: November 20, 2025

SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

PURPOSE OF REPORT: ☒ Information only ☐ Discussion ☐ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review and file the proposed 2026 City Council meeting calendar.

BACKGROUND/DISCUSSION:

The proposed meeting schedule for 2026 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 1, 2026 meeting will be cancelled due to the holiday. As a reminder, City Hall administration office will be closed from Wednesday, December 24th through Thursday, January 1st, and will reopen on Monday, January 5th, 2026.

The July 2nd meeting will be cancelled due to the July 4th holiday. City Hall administration offices will be closed that day and staff will be out of the office.

OPTIONS:

1. Move to approve the proposed 2026 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