



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Cathy Gieselman, Deputy City Secretary

Commission Meeting Date: October 11, 2023

Agenda Item Wording: **Discuss and consider approval of the 2024 Utility Commission meeting calendar.**

Agenda Item Requestor: Aaron Reed, Public Works Director

Summary/Background: Each year the City Secretary prepares the next year's meeting calendar for approval by the Commission. Meeting dates are scheduled using the frequency as stated in the Commission ordinance. The Utility Commission ordinance calls for monthly meetings which are currently scheduled for 4:00 p.m., the 2nd Wednesday of each month at City Hall in the Council Chambers.

Attached for review is the proposed 2024 meeting calendar with approved city holidays; UC meetings are highlighted in **turquoise**. There are no conflicts with CODS holidays. Meetings may be rescheduled throughout the year as the Commission sees fit.

Commission Recommendations: Staff recommends approval of the calendar as presented. Should there be any changes to meeting dates, please provide for those changes in a motion.

Attachments: 1. UC 2024 Proposed Calendar

Next Steps/Schedule:

1. Update calendar if any changes
2. Add meetings to calendars:
 - a. Commission, Staff and City Council Member liaison(s)
 - b. City website main calendar
 - c. Municode Agenda (automatically populates Agendas and Minutes webpage with upcoming meetings)
3. Provide final calendar to Commission, Staff and City Council Members