



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

Submitted By: Andrea Cunningham, City Secretary

Commission Meeting Date: September 21, 2023

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

Agenda Item Requestor: Roman Baligad, Emergency Management Coordinator

Summary/Background: Each year the City Secretary prepares the next year's meeting calendar for approval by the Committee. Meeting dates are scheduled using the frequency as stated in the Committee ordinance. The Emergency Management Commission ordinance calls for monthly meetings which are currently scheduled for 12:00 p.m. the 3rd Thursday of each month at City Hall Council Chambers.

Attached for review is the proposed 2024 meeting calendar with approved city holidays. There are no conflicts between EMC meetings and city holidays; however, should the Commission select to move a meeting for any reason they may do so now. Meetings can also be rescheduled throughout the year as the Committee sees fit.

Committee 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. EMC 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