



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

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: October 3, 2023

Agenda Item Wording: **Discuss and consider approval of the 2024 City Council & Board of Adjustment meeting calendar.**

Agenda Item Requestor: Andrea Cunningham, City Secretary

Summary/Background: Each year the City Secretary prepares the next year's meeting calendar for approval by the City Council. Meeting dates are scheduled using the frequency as stated in the City Council ordinance. The City Council ordinance calls for bi-monthly meetings on the 1st and 3rd Tuesday of each month, with the 1st meeting including Board of Adjustment cases if any, at 6:00 p.m. in the City Hall Council Chambers.

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

Next Steps/Schedule:

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