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:	October 23, 2023
Agenda Item Wording:	**Discuss and consider approval of the 2024 Founders Day Commission meeting calendar.**

Agenda Item Requestor:	Johnna Krantz, Community Events Coordinator

Summary/Background:	Each year the City Secretary prepares the next year's meeting calendar for approval by the Founders Day Commission. Meeting dates are scheduled using the frequency as stated in the Board's ordinance. This Commission will be changing their meeting ordinance and moving forward will be meeting the 2nd and 4th Monday of each month January – May, and the 2nd Monday of each month October – December.

Attached for review is the proposed 2024 meeting calendar with approved city holidays. The meeting conflicts are listed below with staff recommendations; however, the Commission may schedule these to any preferred date. Meetings can also be rescheduled throughout the year as the Board sees fit.

- 2nd Monday, February 19th, Presidents' Day
  - Reschedule to 4th Monday, February 26th
- 2nd Monday, April 8th, Eclipse Day
  - Reschedule to April 15th, 3rd Monday
- 4th Monday, May 27th, Memorial Day
  - If budget is completed, you can cancel this meeting; or
  - Reschedule to 3rd Monday, May 20th
- 2nd Monday, October 14th, Columbus Day
  - Reschedule to 3rd Monday, October 21st
- 2nd Monday, November 11th, Veterans Day
  - Reschedule to 3rd Monday, November 18th

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

Attachments: 1. DSRP 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