



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	December 14, 2023
Originating Department	Municipal Services
Contact Person	Matt McLean, City Clerk
Title	Resolution 23-1938/Adopting the City of Lake Forest Park City Council Meeting Calendar for 2024

Legislative History

- Introduction and Action December 14, 2023
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Attachments:

1. Resolution 23-1938
 2. Exhibit A to Resolution 23-1938 – List of 2024 City Council and Committee Meeting Dates
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Executive Summary

The City Council calendar for each year is based on the schedule set forth in the Municipal Code:

- Regular Council Meetings – second and fourth Thursday of each month except for the second half of November and December at 7:00 p.m.
- Work Sessions – second Thursday of each month preceding the council's regular business meeting at 6:00 p.m.

This is sufficient, except in those months when a meeting falls on a holiday. To provide sufficient notice for calendaring of meetings, the Administration has prepared a meeting calendar for the upcoming year that plans for conflicts with holidays. This process is in accord with RCW 42.30.070 and RCW 42.30.080.

The Municipal Code does not govern Council Committee of the Whole and Budget and Finance Committee meetings. Still, they are included in the meeting schedule to provide advance notice to the City Council and the public.

Background

To ensure that the Council, Administration, and the public understand when meetings will be held throughout the coming year, the attached meeting schedule confirms and sets dates for Work Sessions, Regular Business meetings, Committee of the Whole meetings, and Budget and Finance Committee meetings. For the upcoming year, one meeting is affected by a holiday. The February 19 Committee of the Whole meeting (Presidents Day). If the Council desires to include a date for the Committee of the Whole meeting, options are February 12 and February 26.

Fiscal & Policy Implications

N/A

Staff Recommendation

Approve Resolution 23-1938, adopting the 2024 City of Lake Forest Park City Council meeting calendar. As this is a routine, annual item, staff requests a waiver of the three-touch rule.