

**TO:** Mayor and City Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** Council Meeting Schedule – Discussion  
**DATE:** March 2, 2026

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**OVERVIEW:**

Staff were asked as to why St. Francis has two council meetings a month. With this question in mind, I recently became aware of another city that had just completed a step to move from two meetings to one meeting a month. This is a city with 12k residents and heavy into development.

If this is something that Council is interested in, staff would need to iron out operational details. We need to be mindful of the payment of bills, land use applications and ordinances. However, we would not be creating a new process as other cities do this. We would look to take best practices and appropriately apply them to St. Francis.

If there was a need for a second meeting, Council would have the ability to call for a special meeting much like a work session. We would maintain our second Monday for those purposes and use them as necessary for items such as ordinances, land use, contracts, etc.

Tonight is a general discussion on the topic and not about logistics. To be mindful of time, we would research this further if it is of interest to Council to move in that direction. If so, staff will review other city practices and create a proposal for a one meeting a month process.

**ACTION TO BE CONSIDERED:**

Council to discuss subject and identify if it warrants any further research by staff.