



Memo

Date: November 23, 2022
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Proposed 2023 Meeting Dates

On the agenda for Council's discussion are the proposed 2023 meeting dates for City Council and other city boards/commissions. There are four holiday conflicts with regular Council meetings that will necessitate alternate meeting dates in 2023. January 2nd – New Years Day; January 16th – MLK Jr Day; February 20th – Presidents Day; and September 4th – Labor Day. Of those conflicts, the following Tuesday is a scheduled Planning Commission and Parks Advisory Board, or DDA meeting in all three of the months (January, February, and September). In the past when we've had meeting conflicts the Planning Commission and Parks Advisory Board have met the following week and DDA has met in the Community Room, so I have recommended we schedule the meetings as in prior years.

One item for discussion is whether to schedule additional workshop meetings of Council; and if so, the date/time of those workshops. Workshops are optional meetings of Council and can be scheduled for any date/time that does not conflict with another city meeting. There is no requirement to hold workshops. The Council opted to schedule workshop meetings on the second Thursday in 2022. One point of consideration if continuing that practice is that there are five months in 2023 when the second Thursday is the same week as the regular Council meeting. Other points of consideration: the workshop meetings can be held at alternate times, including before the regular meeting; can be monthly, quarterly, etc.; or can be scheduled as-needed throughout the year instead of pre-scheduled.

I have included a calendar which details the meetings as outlined in this memo but does not include any workshop meetings. Procedurally, Council must pass a resolution approving meeting dates which will be presented at the next meeting, assuming that Council reaches a consensus on the meetings schedule.

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attachment

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