



AGENDA MEMORANDUM

Action Item for the City Council Meeting October 29, 2024

DATE: October 18, 2024
TO: Mayor & City Council
FROM: Rebecca L. Huerta, City Secretary
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361-826-3105

Approve Council Meeting Calendar for Calendar Year 2025

CAPTION:

Resolution approving the City Council meeting calendar for calendar year 2025.

SUMMARY:

Attached is the proposed 2025 Council meeting calendar, including tentative Budget Workshop dates and times.

BACKGROUND AND FINDINGS:

Council Policies state that the City Council shall meet in regular session at 11:30 am each Tuesday, except the first Tuesday of each month. The City Charter states that the City Council shall meet in regular session at least once per week unless the Council elects to adjust the regular meeting schedule for valid reasons recorded in the minutes. The Charter also requires the Council to meet in regular session not less often than twice a month. In 2025, 31 regular Council meetings and five budget workshops are proposed.

CANCELED Regular Council Meetings:

January 21	Day after Martin Luther King, Jr. Day (City Holiday)
March 11	Spring Break
April 22	Five Tuesdays during the month
May 20	International Institute of Municipal Clerk's conference May 18-21
May 27	Day after Memorial Day (City Holiday)
July 8	Independence Day Holiday
September 23	Rescheduled to September 2 (see note below)
September 30	Five Tuesdays during the month
October 28	Texas Municipal League Conference Oct. 29-31
November 25	Thanksgiving Break
December 23	Holiday break
December 30	Holiday break

RESCHEDULED Council Meetings:

- May 6 Rescheduled meeting on May 20.
- September 2 First Tuesday in September and the day after Labor Day, which is not a regular Council meeting date. Staff requests this meeting date to comply with Tax Assessor/Collector's Office requirements for tax rate approval.
- Oct. 7 Texas Municipal League Conference is Oct. 29-31, so adding this meeting at the beginning of the month gives three meetings in October while allocating travel time to the conference.

Budget Workshops – tentative times

- July 31 Budget Workshop, 9 a.m. to 1 p.m
- August 7 Budget Workshop, 9 a.m. to 1 p.m.
- August 14 Budget Workshop, 9 a.m. to 1 p.m.
- August 21 Budget Workshop, 9 a.m. to 1 p.m.
- August 28 Budget Workshop, 9 a.m. to 1 p.m

FINANCIAL IMPACT:

None

RECOMMENDATION:

Approve the Resolution

LIST OF SUPPORTING DOCUMENTS:

Resolution – Meeting Calendar for 2025