



**AGENDA MEMORANDUM**  
Action Item for the December 11, 2018 Council Meeting

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**DATE:** November 28, 2018  
**TO:** Mayor and Council  
**FROM:** Rebecca L. Huerta, City Secretary  
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<b>Approval of 2019 Council Meeting Calendar</b>
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**CAPTION:**

Motion approving the 2019 Council Meeting calendar.

**PURPOSE:**

For planning purposes, attached is the proposed 2019 Council meeting calendar. The calendar includes proposed meeting dates for the Downtown TIRZ No. 3 board and Audit Committee since Council members serve on these boards and the meetings are held before regular City Council meetings.

**BACKGROUND AND FINDINGS:**

Council Policies state that the City Council shall meet in regular session at 11:30 a.m. 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.

**Canceled Council Meetings:**

March 12, 2019	Spring Break
May 28, 2019	Memorial Day Break
July 9, 2019	Summer Break
November 26, 2019	Thanksgiving Break
December 24 & 31, 2019	Christmas Break

**CONFORMITY TO CITY POLICY:**

City Charter and Council Policies.

**DEPARTMENTAL CLEARANCES:**

City Auditor

City Manager's Office - Business Liaison

**FINANCIAL IMPACT:**☐ Operating☐ Revenue☐ Capital☒ Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget			
Encumbered / Expended Amount			
This item			
BALANCE			

Fund(s):

**Comments:** None.**SUPPORTING DOCUMENTS:**

2019 Council Meeting Calendar