



TOWN OF FAIRFAX

STAFF REPORT

November 1, 2017

TO: Mayor and Town Council

FROM: Michele Gardner, Town Clerk *GT*

SUBJECT: Approve Town Council Meeting schedule for calendar year 2018

RECOMMENDATION

Approve the 2018 regular Town Council meeting schedule below.

DISCUSSION

The regular Town Council meetings are set on the first Wednesday of each month. For 2018, staff is recommending the January and July meetings not be held on the first Wednesday, due to the holidays in those months.

In January, staff recommends holding the Town Council meeting on the second **Tuesday, January 16th**. The first Wednesday is the day Town Hall reopens following the winter furlough. The second Wednesday conflicts with the New Mayors and Councilmembers Training by the League of California Cities in Sacramento from January 17-19. The third Wednesday (January 24th) is the Marin County Council of Mayors and Councilmember (MCCMC) meeting.

In July, staff recommends holding the meeting on **Wednesday, July 11th** instead of the first Wednesday, which is July 4th.

Therefore, the request is to approve the **2018 regular Town Council meeting** schedule as follows:

January 16, 2018	July 11, 2018
February 7, 2018	August 1, 2018
March 7, 2018	September 5, 2018
April 4, 2018	October 3, 2018
May 2, 2018	November 7, 2018
June 6, 2018	December 5, 2018

Note: In setting the Town Council meeting schedule for the coming year, staff has considered major national and religious holidays.

FISCAL IMPACT

None

AGENDA ITEM # 3