



# TOWN OF FAIRFAX

## STAFF REPORT

### November 4, 2015

**TO:** Mayor and Town Council

**FROM:** Michele Gardner, Town Clerk *MG*

**SUBJECT:** Approval of Town Council Meeting schedule for calendar year 2016

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#### RECOMMENDATION

Approve the 2016 regular Town Council meeting schedule below.

#### DISCUSSION

The regular Town Council meetings are set on the first Wednesday of each month. For 2016, staff is recommending the January meeting be held on **Wednesday, January 13<sup>th</sup>** instead of January 6<sup>th</sup>, due to the New Year's Day holiday and winter furlough. Also, staff recommends holding the July meeting on **Wednesday, July 13<sup>th</sup>** instead of July 7<sup>th</sup> due to the July 4<sup>th</sup> holiday.

Therefore, the request is to approve the 2016 regular Town Council meeting schedule as follows:

January 13, 2016	July 13, 2016
February 3, 2016	August 3, 2016
March 2, 2016	September 7, 2016
April 6, 2016	October 5, 2016
May 4, 2016	November 2, 2016
June 1, 2016	December 7, 2016

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

#### FISCAL IMPACT

None

#### ATTACHMENTS

None