



FAIRFAX TOWN COUNCIL MEETING STAFF REPORT

MEETING DATE October 4, 2023
PREPARED FOR Mayor and Town Council
PREPARED BY Michele Gardner, Town Clerk
SUBJECT Adopt a Resolution Establishing the Regular Council Meeting Dates for the Months of January, July, and October in 2024, and confirm 2024 regular meeting calendar

RECOMMENDATION

Adopt the resolution and confirm the 2024 calendar of regular Town Council meetings.

DISCUSSION

The regular monthly Town Council meetings are set by ordinance on the first Wednesday of each month at 6:30 pm, except for January and July due to the holidays in those months. Town Code Section 2.08.010 allows the dates of the January and July regular meetings to be established by resolution of the Town Council.

For 2024, staff is recommending the January and July meetings be set on the 24th and 17th, respectively. These dates avoid conflict with Ross Valley Fire Board regular meetings on the second Wednesdays and allow time for agenda preparation and notices around the holidays.

Staff is also recommending the October 2024 meeting be moved to the third Wednesday of the month, to avoid a conflict with the Jewish holiday of Rosh Hashanah, which begins at sundown on the first Wednesday.

The recommended **Town Council's 2024 regular meeting calendar** is as follows:

January 24 , 2024	July 17 , 2024
February 7, 2024	August 7, 2024
March 6, 2024	September 4, 2024
April 3, 2024	October 16 , 2024
May 1, 2024	November 6, 2024
June 5, 2024	December 4, 2024

FISCAL IMPACT

N/a

ATTACHMENT

Resolution

RESOLUTION 23-__

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
ESTABLISHING ITS REGULAR MEETING DATES IN THE MONTHS OF
JANUARY, JULY, AND OCTOBER IN CALENDAR YEAR 2024**

WHEREAS, Town Council regular meetings are held on the first Wednesday of every month except for January and July due to the holidays in those months; and

WHEREAS, Town Code Section 2.08.010 allows the dates of the January and July regular meetings to be established by resolution of the Town Council; and

WHEREAS, the first Wednesday in October 2024 conflicts with the Jewish holiday of Rosh Hashanah;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Town Council of the Town of Fairfax regular meeting dates in the months of January and July in calendar year 2024 shall be at 6:30 p.m. on Wednesday, January 24, 2024, and on Wednesday, July 17, 2024, respectively;

AND BE IT FURTHER RESOLVED that the Town Council of the Town of Fairfax regular meeting date in the month October 2024 shall be at 6:30 p.m. on Wednesday, October 16, 2024.

The foregoing resolution was duly passed and adopted at a meeting of the Town Council of the Town of Fairfax held in said Town on the 4th day of October 2023 by the following vote:

AYES:

NOES:

ABSENT:

Chance Cutrano, Mayor

Attest:

Michele Gardner, Town Clerk