



**CITY OF SALINAS  
COUNCIL STAFF REPORT**

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**DATE:** SEPTEMBER 12, 2023  
**DEPARTMENT:** ADMINISTRATION  
**FROM:** STEVEN S. CARRIGAN, CITY MANAGER  
**BY:** ALEXIS MEJIA, ASSISTANT CITY CLERK  
**TITLE:** 2024 CITY COUNCIL MEETING CALENDAR

RECOMMENDED MOTION:

A motion to approve the City Council meeting calendar for 2024.

RECOMMENDATION:

Staff recommends that the City Council approve the 2024 City Council meeting calendar to assist with the scheduling of City Council meetings.

BACKGROUND:

The Municipal Code states that City Council meetings will be held on Tuesdays [City Code section 2-01.01]. The proposed schedule for 2024 staggers meetings to allow adequate time for report preparation and review. As in past years, the calendar includes breaks for holidays, vacations, and conferences. Meetings would not be held on the Tuesdays that have been outlined on the attached draft calendar. This year, we added a special City Council meeting to take place on a Wednesday in December to Administer the Oath of Office following the approval of the 2024 Canvass of Election.

CEQA CONSIDERATION:

**Not a Project.** The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378).

STRATEGIC PLAN INITIATIVE:

The City Council calendar supports the Council Goal of “Operational Efficiencies”.

DEPARTMENTAL COORDINATION:

The City Clerk's Office is responsible for recommending a meeting calendar that supports all departments with direction from the City Manager.

FISCAL AND SUSTAINABILITY IMPACT:

No fiscal and sustainability impact.

ATTACHMENTS:

Salinas City Council 2024 Meeting Calendar  
2024 Conference Schedule