



Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Sarah Zárate

SUBJECT: FISCAL YEAR 2023 – 2024 CITY
COUNCIL MEETING SCHEDULE
AND STUDY SESSION SCHEDULE

DATE: May 30, 2023

Approved

Date

5/30/2023

RECOMMENDATION

- (a) Approve the City Council Meeting Schedule for the period August 2023 – June 2024.
- (b) Approve the Study Session Schedule for the period August 2023 – June 2024.

ANALYSIS

The Mayor and the City Manager are responsible for developing the City Council Meeting Schedule. To facilitate more efficient planning of longer range agenda content, the Administration is recommending the continuance of the established practice of approval of a meeting schedule for the entire fiscal year and the general cancellation of City Council meetings when there is a holiday that falls on a Monday. The proposed schedule (Attachment A) contains the cancellation of 11 meetings: August 1, September 5, October 10, November 21, December 19, December 26, January 2, January 16, February 20, April 2, and May 28.

Additionally, at the request of the Rules and Open Government Committee, the Administration has developed a tentative schedule of Study Session dates for August 2023 – June 2024 (Attachment B) to facilitate calendaring for Mayor and Councilmembers. As topics are set for the dates in the attachment, staff will bring these forward to the Rules and Open Government Committee for approval.

HONORABLE MAYOR AND CITY COUNCIL

May 30, 2023

Subject: FY 2023-2024 City Council Meeting Schedule Session Schedule

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COORDINATION

The proposed schedules have been coordinated with the Mayor's Office and the City Clerk.

/s/

SARAH ZÁRATE

Director, Office of Administration, Policy,
and Intergovernmental Relations

For questions, please contact Rachelle Blattman, Senior Executive Analyst, at
rachelle.blattman@sanjoseca.gov.

Attachments

Attachment A – City Council Meeting Schedule August 2023 – June 2024

Attachment B – Study Session Schedule August 2023 – June 2024

CITY COUNCIL MEETING SCHEDULE AUGUST 2023 – JUNE 2024

COUNCIL MEETING DATES
August 1, 2023 – CANCELLED
August 8, 2023*
August 15, 2023
August 22, 2023*
August 29, 2023
September 5, 2023 – CANCELLED
September 12, 2023*
September 19, 2023
September 26, 2023*
October 3, 2023*
October 10, 2023 – CANCELLED
October 17, 2023
October 24, 2023*
October 31, 2023
November 7, 2023
November 14, 2023*
November 21, 2023 – CANCELLED
November 28, 2023*
December 5, 2023
December 12, 2023*
December 19, 2023 – CANCELLED
December 26, 2023 – CANCELLED

COUNCIL MEETING DATES
January 2, 2024 – CANCELLED
January 9, 2024*
January 16, 2024 – CANCELLED
January 23, 2024*
January 30, 2024
February 6, 2024
February 13, 2024
February 20, 2024 – CANCELLED
February 27, 2024*
March 5, 2024
March 12, 2024*
March 19, 2024
March 26, 2024*
April 2, 2024 – CANCELLED
April 9, 2024*
April 16, 2024
April 23, 2024*
April 30, 2024
May 7, 2024*
May 14, 2024
May 21, 2024*
May 28, 2024 – CANCELLED
June 4, 2024
June 11, 2024*
June 18, 2024
June 25, 2024*

KEY: *1:30 p.m. Afternoon Session and 6:00 p.m. Evening Session, as needed or otherwise noted

STUDY SESSION SCHEDULE AUGUST 2023 – JUNE 2024

Date	Time
August 24, 2023	1:30 p.m. – 4:30 p.m.
September 7, 2023	9:00 a.m. – Noon
October 16, 2023	1:30 p.m. – 4:30 p.m.
October 26, 2023	1:30 p.m. – 4:30 p.m.
November 30, 2023	9:00 a.m. – Noon
December 11, 2023	1:30 p.m. – 4:30 p.m.
January 25, 2024	1:30 p.m. – 4:30 p.m.
February 16, 2024	9:00 a.m. – Noon
March 1, 2024	9:00 a.m. – Noon
March 28, 2024	1:30 p.m. – 4:30 p.m.
April 4, 2024	9:00 a.m. – Noon