Committee:	**Administration and Finance**
Item:	**City Council meeting schedule for 2021**
Date:	November 19, 2020
Sponsor(s):	**Marty Rehbein**
Prepared by:	Same

Ward(s) Affected:

☐ Ward 1   ☐ Ward 4
☐ Ward 2   ☐ Ward 5
☐ Ward 3   ☐ Ward 6

☐ All Wards   ☒ N/A

Action Required:
Set City Council meeting schedule

Recommended Motion(s):
I move the City Council: Set the City Council meeting schedule for 2021 and direct the City Clerk to publish notice of the schedule in the newspaper.

Timeline:

Referral to committee:	November 23, 2020
Committee discussion:	December 2, 2020
Council action (or sets hearing):	December 7, 2020
Public Hearing:	n/a
Deadline:	December 14, 2020

Background and Alternatives Explored:
City Council Rule 3 requires the City Council to establish the schedule of meetings for the coming year and publish the schedule in the newspaper.

In accordance with Council rule #1, staff recommends the City Council meet the first four Mondays of the month, excluding legal holidays at 6 p.m.

Dates when meetings are not scheduled (shown in red on the calendar below:)

January 18, 2021 – Martin Luther King Day
February 15, 2021 – President's Day
March 29, 2021 – Fifth Monday
May 31, 2021 – Memorial Day

July 5, 2021 - Independence Day (since 7/4 falls on a Sunday, 7/5 City offices are closed)
September 6, 2021—Labor Day
October 11, 2021—Indigenous People's Day
November 29, 2021—5th Monday

Options to discuss (shown in orange on the calendar below:)
1. March 15, 2021—Missoula County Public Schools spring break
2. August 30, 2021—Given the statutory constraints around budget adoption, staff recommends scheduling a meeting on this 5th Monday. If the meetings isn't required it can be cancelled.
3. December 27, 2021—This is the Monday between Christmas and New Year's Eve

Financial Implications:
Cost of legal ad in Missoulian

2021

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
2	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Holidays:

Jan 01	New Year's Day
Jan 18	MLK Day
Feb 15	Presidents' Day
May 09	Mother's Day
May 31	Memorial Day
Jul 04	Independence Day
Jul 05	Independence Day
Sep 06	Labor Day
Oct 11	Indigenous Peoples' Day
Nov 11	Veterans' Day
Nov 25	Thanksgiving Day
Dec 25	Christmas

Consider these dates

Mar 15	No mtg-MCPS break
Aug 30	Hold mtg on this 5th Monday because of budget
Dec 27	No mtg—Holiday season