



Office of the City Manager

CONSENT CALENDAR
September 12, 2023

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Mark Numainville, City Clerk
Subject: Establish 2024 City Council Meeting Schedule

RECOMMENDATION

Adopt a Resolution establishing the City Council regular meeting schedule for 2024, with starting times of 6:00 p.m.

FISCAL IMPACTS OF RECOMMENDATION

None.

BACKGROUND

Pursuant to the Open Government Ordinance, the Council must adopt an annual regular meeting schedule with at least 24 regular meetings. The schedule generally consists of either two or three meetings per month and provides for Spring, Summer and Winter recess periods. Meetings have not been scheduled on City holidays, Election Day or days of major religious/cultural observances that have work restrictions pursuant to Council policy.

Four City Council Worksessions will be scheduled for 2024. The Worksession dates are scheduled for the following dates.

- January 23, 2024
- February 6, 2024
- September 17, 2024
- October 8, 2024

The Mayor or a majority of the Council may call special meetings as needed. The Council may also amend the regular meeting schedule when necessary.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects or opportunities, or any climate impacts associated with the subject of this report.

CONTACT PERSON

Mark Numainville, City Clerk, (510) 981-6900

Attachments:

1: Resolution

 Exhibit A: 2024 Council Calendar

2: List of Religious/Cultural Observances for 2024

RESOLUTION NO. ##,###-N.S.

ADOPTING THE CITY COUNCIL 2024 REGULAR MEETING SCHEDULE

WHEREAS, pursuant to the Open Government Ordinance, the Council must adopt an annual meeting schedule with at least 24 regular meetings; and

WHEREAS, the proposed schedule (Exhibit A) provides for regular meetings to occur with starting times of 6:00 p.m. on specified Tuesdays of each month with exceptions provided for recess periods or when a meeting would fall on a City, religious or cultural holiday with work restrictions or Election Day; and

WHEREAS, the Council desires to establish as part of their schedule a Winter, Spring and Summer recess period for 2024; and

WHEREAS, the Mayor or a majority of the Council may call special meetings or revise the regular meeting schedule when necessary.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council adopts the 2024 regular meeting schedule on specified Tuesdays at 6:00 p.m. as indicated:

Winter Recess: December 13, 2023 – January 15, 2024
January 16 and January 30, 2024
February 13 and February 27, 2024
March 12 and March 19, 2024
Spring Recess: March 20 – April 15, 2024
April 16, 2024
May 7, May 14, and May 21, 2024
June 4, and June 25, 2024
July 9, July 23 and July 30, 2024
Summer Recess: July 31 – September 9, 2024
September 10 and September 24, 2024
October 1, October 15, and October 29, 2024
November 12, and November 19, 2024
December 3 and December 10, 2024
Winter Recess: December 11, 2024 – January 13, 2025

Exhibit A: 2024 Council Calendar

City Clerk Department 2024 Council Calendar

(Subject to change. For the latest information, please contact the City Clerk Department, 510-981-6900.)

Date	Time
January	
Winter Recess (Dec. 13, 2023 – Jan. 15, 2024)	
Jan 16	6:00 p.m.
Jan 30	6:00 p.m.
February	
Feb 13	6:00 p.m.
Feb 27	6:00 p.m.
March	
Mar 12	6:00 p.m.
Mar 19	6:00 p.m.
April	
Spring Recess (March 20 – April 15, 2023)	
April 16	6:00 p.m.
May	
May 7	6:00 p.m.
May 14	6:00 p.m.
May 21	6:00 p.m.
June	
June 4	6:00 p.m.
June 25	6:00 p.m.
July	
July 9	6:00 p.m.
July 23	6:00 p.m.
July 30	6:00 p.m.
Summer Recess (July 31 – Sept. 9, 2023)	
September	
Sept 10	6:00 p.m.
Sept 24	6:00 p.m.
October	
Oct 1	6:00 p.m.
Oct 15	6:00 p.m.
Oct 29	6:00 p.m.
November	
Nov 12	6:00 p.m.
Nov 19	6:00 p.m.
December	
Dec 3	6:00 p.m.
Dec 10	6:00 p.m.
Winter Recess (Dec. 11, 2024 – Jan. 13, 2025)	

City Policy Regarding the Scheduling of City Meetings on All Significant Religious Holidays

Pursuant to Resolution No. 70,066-N.S., it is the policy of the City to avoid scheduling meetings of City Legislative Bodies (City Council, Policy Committees, Commissions, Task Forces) on religious holidays that incorporate significant work restrictions. City legislative bodies must avoid scheduling meetings on the religious holidays listed below.

Religion	Holiday	2024 Date(s)
Shinto	New Year	1/1/2024 thru 1/3/2024
Hindu	Makar Sankranti	1/14/2024
Cultural	Chinese New Year (Eve, Day, Lantern Festival)	2/9, 2/10, 2/24
Isalm	Ramadan (Eve & First Night)	3/10/2024 thru 3/11/2024
Jewish*	Purim	3/23/2024 thru 3/24/2024
Hindu	Holi	3/25/2024
Christian	Good Friday	3/29/2024
Christian	Easter Sunday	3/31/2024
Islam	Eid al-Fitr	4/9/2024 thru 4/12/2024
Jewish	Passover (Nights 1, 2, 7, 8)	4/22 - 4/24 & 4/29 - 4/30
Jewish*	Yom HaShoah	5/5/2024 thru 5/6/2024
Buddhist	Vesak	5/23/2024
Jewish	Shavuot	6/11/2024 thru 6/13/2024
Islam	Eid al-Adha	6/15/2024 thru 6/19/2024
Jewish*	Tish'a B'Av	8/12/2024 thru 8/13/2024
Shinto	Obon Ceremony	8/13/2024 thru 8/15/2024
Jewish	Rosh Hashanah	10/2/2024 thru 10/4/2024
Jewish	Yom Kippur	10/11/2024 thru 10/12/2024
Hindu	Dussehra	10/12/2024
Jewish	Sukkot (1st Day)	10/16 - 10/18 & 10/23
Jewish	Shmini Atzeret/ Simchat Torah	10/23/2024 thru 10/25/2024
Hindu	Diwali	10/31/2024
Baha'i Faith	Birth of Bab	11/1/2024 thru 11/2/2024
Baha'i Faith	Birth of Baja'u'llah	11/2/2024 thru 11/3/2024
Christian	Christmas	12/25/2024
Jewish	Chanukah (1st night)	12/25/2024
Cultural	Kwanzaa	12/26/2024 thru 1/1/2025
Jewish	Shabbat (Friday sunset to Saturday sunset)	Weekly

* No work restriction, but avoid scheduling meetings if possible

