



**To:** Members of City Council  
**From:** Anne Clarke, Clerk of Council  
Jennifer Delgado, Deputy Clerk of Council  
**Re:** Proposed 2021 Council Regular Meeting Schedule  
**Date:** September 8, 2020

Attached for your review is a proposed Regular Meeting schedule for 2021.

### **Regular Meetings**

Consistent with Council Rules of Order, the schedule provides for regular meetings on the second and fourth Mondays for nearly all months of 2021.

Based on past practice, Council may want to consider moving the **January** meetings to the first Monday (January 4) and hold the second January meeting on Tuesday, January 19 due to the MLK holiday observance on Monday, January 18. Alternative dates for January would be January 11 and January 25. Note that Dublin Schools are back in session on Tuesday, January 5, 2021.

One meeting is proposed in July on Monday, July 26. (The Revised Charter requires that Council meet at least once per month.) This would allow Council to recess after the June 28 meeting until July 26.

Regular Council meetings in November would typically be on the second and fourth Mondays (November 8 and November 22), but to accommodate Thanksgiving holiday travel, Council may want to consider having the regular meetings on the first and third Mondays in November (November 1 and 15).

One meeting is proposed in December (Monday, December 6), consistent with past practice.

### **Goal Setting Retreat**

Tentative dates for Council's goal setting retreat in the first quarter would be on a Thursday evening and all day Friday in February. Potential dates include Thursday, February 18 and Friday, February 19 or Thursday, February 25 and Friday, February 26. The dates selected would depend upon Council's and the facilitator's availability.

### **Executive Session for Performance Evaluations**

The proposed date for evaluation of Council employees is Monday, March 15.

### **CIP and Operating Budget Workshops**

CIP and operating budget workshop dates will be proposed separately, once a determination is made in terms of timing by the City Manager and Finance Director.

### **Recommendation**

Staff recommends that Council review the proposed Regular Meeting schedule for 2021 at the September 14 Council meeting and adopt the schedule by motion (including any revisions agreed upon by Council) no later than the September 28, 2020 Council meeting.

## PROPOSED 2021 DUBLIN CITY COUNCIL REGULAR MEETING SCHEDULE

<b>Monday, Jan. 4</b> <b>Tuesday, Jan. 19</b>	Annual Organizational Meeting * Regular Meeting	Option 2 is January 11 Option 2 is January 25 MLK Day Mon., Jan. 18
<b>Monday, Feb. 8</b> <b>Thursday, Feb. 18</b> <b>Friday, Feb. 19</b> <b>Monday, Feb. 22</b>	Regular Meeting Council Goal Setting Retreat (evening) * Council Goal Setting Retreat (all day) * Regular Meeting	Option 2 is Feb. 25 Option 2 is Feb. 26
<b>Monday, March 8</b> <b>Monday, March 15</b> <b>Monday, March 22</b>	Regular Meeting Special Meeting (Exec. session - Council employee performance reviews) Regular Meeting	
<b>Monday, April 12</b> <b>Monday, April 26</b>	Regular Meeting Regular Meeting	
<b>Monday, May 10</b> <b>Monday, May 24</b>	Regular Meeting Regular Meeting	
<b>Monday, June 14</b> <b>Monday, June 28</b>	Regular Meeting Regular Meeting	
(Council recess) <b>Monday, July 26</b>	Regular Meeting	
<b>Monday, August 9</b> <b>Monday, August 23</b>	Regular Meeting (day after Irish Fest) Regular Meeting	Option 2 is August 16 Option 2 is August 30
<b>Monday, September 13</b> <b>Monday, September 27</b>	Regular Meeting Regular Meeting	
<b>Monday, October 11</b> <b>Monday, October 25</b>	Regular Meeting Regular Meeting	
<b>Monday, November 8</b> <b>Monday, November 22</b>	Regular Meeting Regular Meeting	Option 2 is November 1 Option 2 is November 15
<b>Monday, December 6</b>	Regular Meeting	

Council meetings (with exception of Council retreat) are held in Council Chambers.  
Regular meetings begin at 7 p.m. Executive sessions, if requested, are scheduled immediately prior to Regular meetings.

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Note: Per Revised Charter Section 3.07 – "Council shall be a continuing body and shall meet for the purpose of organization at its first meeting in January of each year."

## CONSIDERATIONS FOR CITY COUNCIL MEETING CALENDAR PLANNING 2021

### **JANUARY**

New Year's Day – Friday, January 1  
Dublin Schools resume – Tuesday, January 5  
Football National Championship Game – Monday, January 11 - Miami  
MLK Day – Monday, January 18 (observed)

### **FEBRUARY**

Dublin Schools - no school – Friday, February 12  
Valentine's Day – Sunday, February 14  
Presidents Day – Monday, February 15 (observed)

### **MARCH**

NLC Congressional City Conference – Sun., March 7-Wed., March 10 – Washington, DC  
St. Patrick's Day Parade – Saturday, March 13  
Dublin Schools Spring Break – Monday, March 29 – all week

### **APRIL**

Final Four basketball – Saturday, April 3 and Monday, April 5 - Indianapolis  
Easter Sunday – April 4  
Dublin Schools Family night – Tuesday, April 20

### **MAY**

APA annual conference – Saturday, May 1 through Tuesday, May 4 - Boston  
Ohio primary election day – Tuesday, May 4  
Mother's Day – Sunday, May 9  
Last day of school – Friday, May 28 (Grades 1-11)  
Dublin Schools – three high school graduations – Sunday, May 30  
Memorial Day – Monday, May 31  
Memorial Tournament – Monday, May 31 – Sunday, June 6

### **JUNE**

Memorial Tournament – through Sunday, June 6  
Father's Day – Sunday, June 20

### **JULY**

Independence Day – Sunday, July 4 (holiday observed Monday, July 5) – Dublin parade and event on Saturday, July 3

### **AUGUST**

Dublin Irish Festival – Friday, August 6 through Sunday, August 8  
Dublin Schools begin – Wed., August 18

### **SEPTEMBER**

Labor Day - Monday, September 6 (observed)

### **OCTOBER**

Spooktacular – Thursday, October 14  
Dublin Schools – no school Friday, October 15  
Trick or Treat night – Thursday, October 28 (MORPC recommended date)

**NOVEMBER**

Election Day – Tuesday, November 2

Veterans Day – Thursday, November 11 (observed)

NLC – Wed., Nov. 17 through Sun., Nov. 21 – Salt Lake City

Dublin Schools Thanksgiving break – Wed., Nov. 24, Thurs., Nov. 25, Fri., Nov. 26

**DECEMBER**

Christmas tree lighting – Thursday, Dec. 2

Dublin Schools holiday break – Mon., Dec. 20 through Fri., December 31 – resume on Jan.xx, 2022

Christmas – Saturday, Dec. 25 (holiday observed on Friday, Dec. 24)