

Memorandum



Date October 11, 2013
To The Honorable Mayor and Members of the City Council
Subject 2014 City Calendar

The October 16th briefing agenda includes a review of the 2014 City Calendar. The briefing and calendar are attached for your review. Approval of the 2014 City Calendar will be scheduled for the October 23rd City Council agenda.

Please let me know if you have any questions.



Jeanne Chipperfield
Chief Financial Officer

Attachment

c: A.C. Gonzalez, Interim City Manager
Warren M.S. Ernst, Interim City Attorney
Judge Daniel Solis, Administrative Judge
Rosa Rios, City Secretary
Craig Kinton, City Auditor
Ryan S. Evans, Interim First Assistant City Manager
Charles M. Cato, Interim Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Theresa O'Donnell, Interim Assistant City Manager
Forest Turner, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Frank Libro, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor and Council

2014 City Calendar



City Council Briefing – October 16, 2013

Purpose

- ▶ Review City Calendar for January 2014 through December 2014
 - City Council meetings
 - Council Committee meetings
 - Council-Staff Planning meeting
 - Budget process
 - Holidays
- ▶ Next Steps

City Council Meetings

- ▶ Regular meetings of the City Council are typically scheduled on each Wednesday (except 5th Wednesday)
 - 1st and 3rd Wednesday – briefing meetings typically begin at 9:00 a.m. at City Hall in room 6-E-South
 - 2nd and 4th Wednesday – agenda meetings typically begin at 9:00 a.m. at City Hall in the Council Chambers
 - 5th Wednesday – no meeting

City Council Meetings

- ▶ Some City Council meetings have been canceled, moved, or adjusted
 - January 1 – cancel due to New Year’s holiday
 - March 12 – cancel due to Spring Recess and National League of Cities Conference
 - March 19 – cancel due to Spring Recess
 - July – cancel due to July recess in accordance with council resolution #90-2673
 - September 24 – adjourn by 2:00 p.m. for Rosh Hashanah
 - October 1 – cancel due to Texas Municipal League Annual Conference

City Council Meetings

- ▶ Some City Council meetings have been canceled, moved, or adjusted (continued)
 - November 19 – move to Tuesday November 18 due to National League of Cities Conference
 - November 26– cancel day before Thanksgiving holiday
 - December 17 – cancel week before Christmas holiday
 - December 24 – cancel day before Christmas holiday

Committees – 1st and 3rd Mondays

- ▶ Economic Development
 - 1st and 3rd Monday – 9:00 a.m. to 10:30 a.m.
- ▶ Housing
 - 1st and 3rd Monday – 11:00 a.m. to 12:30 p.m.
- ▶ Budget, Finance, and Audit
 - 1st and 3rd Monday – 1:00 p.m. to 2:30 p.m.
- ▶ Arts, Culture, and Libraries
 - 3rd Monday – 3:00 p.m. to 4:30 p.m.

Economic Development	Housing	Budget, Finance, and Audit	Arts, Culture, and Libraries
1 st & 3 rd Monday	1 st & 3 rd Monday	1 st & 3 rd Monday	3 rd Monday (adjusted for cancelations)
9:00 a.m. to 10:30 a.m.	11:00 a.m. to 12:30 p.m.	1:00 p.m. to 2:30 p.m.	3:00 p.m. to 4:30 p.m.
January 6 (Mo) January 21 (Tu) – Moved from Monday to Tuesday due to Martin Luther King, Jr. Day (City Holiday)			
February 3 (Mo) February 18 (Tu) – Moved from Monday to Tuesday due to Presidents’ Day (City Holiday)			
March 3 (Mo) – Includes Arts, Culture, and Libraries since no meeting on 3 rd Monday March 17 (Mo) – Canceled due to Spring Recess			
April 7 (Mo) April 21 (Mo)			
May 5 (Mo) May 19 (Mo)			
June 2 (Mo) June 16 (Mo)			
July 7 (Mo) – Canceled due to July recess July 21 (Mo) – Canceled due to July recess			
August 4 (Mo) August 18 (Mo)			
September 2 (Tu) – Moved from Monday to Tuesday due to Labor Day (City Holiday) September 15 (Mo)			
October 6 (Mo) October 20 (Mo)			
November 3 (Mo) November 17 (Mo)			
December 1 (Mo) – Includes Arts, Culture, and Libraries since no meeting on 3 rd Monday December 15 (Mo) – Canceled week before Christmas holiday			

Committees – 2nd and 4th Mondays

- ▶ Quality of Life and Environment
 - 2nd and 4th Monday – 9:30 a.m. to 10:30 a.m.
- ▶ Public Safety
 - 2nd and 4th Monday – 11:00 a.m. to 12:30 p.m.
- ▶ Transportation and Trinity River Project
 - 2nd and 4th Monday – 1:00 p.m. – 2:30 p.m.

Quality of Life and Environment	Public Safety	Transportation and Trinity River Project	
2 nd & 4 th Monday	2 nd & 4 th Monday	2 nd & 4 th Monday	
9:30 a.m. to 10:30 a.m.	11:00 a.m. to 12:30 p.m.	1:00 p.m. to 2:30 p.m.	
January 13 (Mo) January 27 (Mo)			
February 10 (Mo) February 24 (Mo)			
March 10 (Mo) – Canceled due to Spring Recess and National League of Cities Conference March 24 (Mo)			
April 14 (Mo) – Adjourn by 2:00 p.m. due to Passover April 28 (Mo)			
May 12 (Mo) May 27 (Tu) – Moved from Monday to Tuesday due to Memorial Day (City Holiday)			
June 9 (Mo) June 23 (Mo)			
July 14 (Mo) – Canceled due to July recess July 28 (Mo) – Canceled due to July recess			
August 11 (Mo) August 25 (Mo)			
September 8 (Mo) September 22 (Mo)			
October 13 (Mo) October 27 (Mo)			
November 10 (Mo) November 24 (Mo) – Canceled week of Thanksgiving holiday			
December 8 (Mo) December 22 (Mo) – Canceled week of Christmas holiday			

Council-Staff Planning Meeting

- ▶ A council and staff planning meeting is scheduled for Thursday January 16 and Friday January 17

Budget Process

- ▶ Schedule for development of the FY 2014-15 budget includes:

February 5	Budget Workshop #1: Preliminary outlook
March 26	Budget Public Hearing
May 21	Budget Workshop #2: Preliminary rankings
May 28	Budget Public Hearing
June 18	Budget Workshop #3: Rankings and budget review
July 25	Appraisal Districts certify 2014 tax roll for FY 2014-15
August 8	Deliver City Manager's recommended budget to council members
August 12	Budget Workshop #4: City Manager's recommended budget
August 12 to 29	Town hall meetings
August 20	Budget Workshop #5: Topics TBD
August 26	Budget Workshop #6: Topics TBD
August 27	Budget Public Hearing
September 3	Adopt Budget on First Reading
September 3	Tax Rate Public Hearing #1 (if necessary)
September 9	Budget Workshop #7: Council Amendments
September 9	Tax Rate Public Hearing #2 (if necessary)
September 17	Adopt Budget on Second Reading and Adopt Tax Rate
October 1	Begin FY 2014-15

Holidays

- ▶ City recognizes the following holidays:

New Year's Day	January 1
Martin Luther King, Jr. Day	January 20
Presidents' Day	February 17
Memorial Day	May 26
Independence Day	July 4
Labor Day	September 1
Thanksgiving Day	November 27
Day After Thanksgiving	November 28
Christmas Day	December 25

Next Step

- ▶ Adoption of the 2014 Calendar is scheduled for City Council approval on October 23rd addendum

Appendix

- ▶ January through December 2014 Calendar

January 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 City Council Meeting Canceled New Year's Day City Holiday	2	3	4
5	6 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	7	8 Council Agenda 9:00am	9	10	11
12	13 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	14	15 Council Briefing 9:00am	16 Council-Staff Planning Session TBD	17 Council-Staff Planning Session TBD	18
19	20 Council Committee Meetings Moved to January 21 Martin Luther King, Jr. Day City Holiday	21 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	22 Council Agenda 9:00am U.S. Conference of Mayors Washington, DC Winter Meeting	23 U.S. Conference of Mayors Washington, DC Winter Meeting	24 U.S. Conference of Mayors Washington, DC Winter Meeting	25
26	27 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	28	29 Fifth Wednesday – No City Council Meeting	30	31	

Note: Council Agenda meetings are held in Council Chambers and Council Briefing and committee meetings are held in room 6ES at Dallas City Hall

February 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	4	5 Council Briefing 9:00am Budget Workshop	6	7	8
9	10 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	11	12 Council Agenda 9:00am	13	14	15
16	17 Council Committee Meetings Moved to February 18 Presidents' Day City Holiday	18 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	19 Council Briefing 9:00am	20	21	22
23	24 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	25	26 Council Agenda 9:00am	27	28	

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March 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	4	5 Council Briefing 9:00am	6	7	8 National League of Cities Conference – Washington, D.C.
9	10 Council Committee Meetings Canceled Council Recess National League of Cities Conference – Washington, D.C.	11 Council Recess National League of Cities Conference – Washington, D.C.	12 City Council Meeting Canceled Council Recess National League of Cities Conference – Washington, D.C.	13 Council Recess	14 Council Recess	15
16	17 Council Committee Meetings Canceled Council Recess	18 Council Recess	19 City Council Meeting Canceled Council Recess	20 Council Recess	21 Council Recess	22
23	24 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	25	26 Council Agenda 9:00am Budget Public Hearing	27	28	29
30	31					

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April 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Council Briefing 9:00am	3	4	5
6	7 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	8	9 Council Agenda 9:00am	10	11	12
13	14 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project (Adjourn by 2:00pm) Passover (Begins at Sundown)	15 Passover Second Night Seder	16 Council Briefing 9:00am	17	18 Good Friday	19
20 Easter Sunday	21 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	22	23 Council Agenda 9:00am	24	25	26
27	28 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	29	30 Fifth Wednesday – No City Council Meeting			

Note: Council Agenda meetings are held in Council Chambers and Council Briefing and committee meetings are held in room 6ES at Dallas City Hall

May 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	6	7 Council Briefing 9:00am	8	9	10
11	12 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	13	14 Council Agenda 9:00am	15	16	17
18	19 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	20	21 Council Briefing 9:00am Budget Workshop	22	23	24
25	26 Council Committee Meetings Moved to May 27 Memorial Day City Holiday	27 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	28 Council Agenda 9:00am Budget Public Hearing	29	30	31

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June 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	3	4 Council Briefing 9:00am	5	6	7
8	9 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	10	11 Council Agenda 9:00am	12	13	14
15	16 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	17	18 Council Briefing 9:00am Budget Workshop	19	20 U.S. Conference of Mayors Dallas, TX	21 U.S. Conference of Mayors Dallas, TX
22 U.S. Conference of Mayors Dallas, TX	23 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project U.S. Conference of Mayors Dallas, TX	24	25 Council Agenda 9:00am	26	27	28 Ramadan (begins at Sundown)
29	30					

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July 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Council Recess Per Resolution 90-2673 Passed August 22, 1990	3	4 Independence Day City Holiday	5
6	7 Council Recess Per Resolution 90-2673 Passed August 22, 1990	8	9 Council Recess Per Resolution 90-2673 Passed August 22, 1990	10	11	12
13	14 Council Recess Per Resolution 90-2673 Passed August 22, 1990	15	16 Council Recess Per Resolution 90-2673 Passed August 22, 1990	17	18	19
20	21 Council Recess Per Resolution 90-2673 Passed August 22, 1990	22	23 Council Recess Per Resolution 90-2673 Passed August 22, 1990	24	25	26
27	28 Council Recess Per Resolution 90-2673 Passed August 22, 1990	29	30	31		

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August 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	5	6 Council Briefing 9:00am	7	8	9
10	11 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	12 9:00am Council Budget Workshop Presentation of City Manager's Recommended Budget Budget Town Hall Meetings Begin	13 Council Agenda 9:00am	14	15	16
17	18 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	19	20 Council Briefing 9:00am	21	22	23
24	25 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	26 Council Budget Workshop 9:00am	27 Council Agenda 9:00am Budget Public Hearing	28	29 Budget Town Hall Meetings End	30
31						

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September 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Committee Meetings Moved to September 2 Labor Day City Holiday/Cesar E. Chavez Day	2 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	3 Council Briefing 9:00am Vote to Adopt Budget 1 st Reading	4	5	6
7	8 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	9 Council Budget Amendments Workshop 9:00am	10 Council Agenda 9:00am	11 September 11 th Remembrance Day	12	13
14	15 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	16	17 Council Briefing 9:00am Budget Adoption 2 nd Reading	18	19	20
21	22 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	23	24 Council Agenda 9:00am (Adjourn by 2:00pm) Rosh Hashanah (Begins at Sundown)	25	26	27
28	29 Texas Municipal League Annual Conference –Houston, TX	30 Texas Municipal League Annual Conference –Houston, TX				

Note: Council Agenda meetings are held in Council Chambers and Council Briefing and committee meetings are held in room 6ES at Dallas City Hall

October 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 City Council Meeting Canceled Texas Municipal League Annual Conference –Houston, TX	2 Texas Municipal League Annual Conference –Houston, TX	3 Texas Municipal League Annual Conference –Houston, TX Yom Kippur (Begins at Sundown)	4 Yom Kippur
5	6 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	7	8 Council Agenda 9:00am	9	10	11
12	13 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	14	15 Council Briefing 9:00am	16	17	18
19	20 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	21	22 Council Agenda 9:00am	23	24	25
26	27 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	28	29 Fifth Wednesday – No City Council Meeting	30	31	

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November 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit	4	5 Council Briefing 9:00am	6	7	8
9	10 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	11 Veterans Day	12 Council Agenda 9:00am	13	14	15
16	17 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	18 Council Briefing 9:00am	19 City Council Meeting Moved to November 18 National League of Cities Conference – Austin, TX	20 National League of Cities Conference – Austin, TX	21 National League of Cities Conference – Austin, TX	22 National League of Cities Conference – Austin, TX
23	24 Council Committee Meetings Canceled	25	26 City Council Meeting Canceled	27 Thanksgiving Day City Holiday	28 Day after Thanksgiving Day City Holiday	29
30						

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December 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance & Audit 3:00pm-Arts, Culture & Libraries	2	3 Council Briefing 9:00am	4	5	6
7	8 Council Committees: 9:30am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	9	10 Council Agenda 9:00am	11	12	13
14	15 Council Committee Meetings Canceled	16 Eight Days of Hanukkah (Begins at Sundown)	17 City Council Meeting Canceled Hanukkah	18	19	20
21	22 Council Committee Meetings Canceled	23	24 City Council Meeting Canceled	25 Christmas Day City Holiday	26	27
28	29	30	31 Fifth Wednesday – No City Council Meeting			

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