



# CITY OF SAN MATEO

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
[www.cityofsanmateo.org](http://www.cityofsanmateo.org)

## Agenda Report

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Agenda Number: 4

Section Name: {{section.name}}

Account Number: 10-1511

File ID: {{item.tracking\_number}}

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**TO:** City Council

**FROM:** Alex Khojikian, City Manager

**PREPARED BY:** City Clerk's Office

**MEETING DATE:** January 13, 2025

**SUBJECT:**  
City Council 2025 Regular Meeting Calendar – Adoption

**RECOMMENDATION:**

Approve an amendment to the City Council Regular Meeting schedule for the calendar year 2025.

**BACKGROUND:**

Per the City Charter, regular City Council meetings are typically scheduled on the first and third Mondays of each month, with adjustments made to accommodate holidays and other conflicts. On October 7, 2024, the City Council adopted the 2025 Regular Meeting Calendar. However, the adopted calendar included an administrative error regarding the date of the second September meeting. The meeting was incorrectly rescheduled to September 22, which conflicts with Rosh Hashanah.

The proposed amendment to the 2025 Regular Meeting Calendar (Attachment 1) corrects this error by rescheduling the second September meeting to Monday, September 15, 2025, to avoid the conflict with Rosh Hashanah.

**BUDGET IMPACT:**

There is no budgetary impact associated with this administrative action.

**ENVIRONMENTAL DETERMINATION:**

This administrative action is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Proposed Regular Meeting Calendar for 2025

**STAFF CONTACT**

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