MEMORANDUM

DATE: December 20, 2012

TO: Business Advisory Committee

FROM: Jeremy Graves, Community Development Director

SUBJECT: Meeting Calendar for 2013

Discussion

In order to facilitate scheduling for the upcoming year, staff has prepared the attached draft meeting calendar for 2013 which shows meeting dates on the third Thursday of the month. Traditionally the City Council and City committees have not met during the month of August. As a result, a meeting during August has not been included on the attached draft meeting calendar.

Recommendation

Review the attached calendar, make any appropriate modifications, and approve the calendar.

Attachment: 2013 Business Advisory Committee Meeting Calendar (Draft)

DRAFT

CITY OF SAUSALITO BUSINESS ADVISORY COMMITTEE 2013 MEETING CALENDAR

Thursday January 17

Thursday February 21

Thursday March 21

Thursday April 18

Thursday May 16

Thursday June 20

Thursday July 18

Thursday September 19

Thursday October 17

Thursday November 21

Thursday December 19

Special Meetings may be held on the first Thursday of the month.

All meetings are held from 8:15 a.m. to 10:00 a.m. in the City Hall Conference Room at 420 Litho Street, Sausalito