



# AGENDA ITEM MEMORADUM

**Town Manager's Office**

**Bud Bentley**

Department

Department Director

<b>COMMISSION MEETING DATE (*) - 7:00 PM</b>	<b>Deadline to Town Clerk</b>
<input checked="" type="checkbox"/> January 24, 2012	Dec 30 <sup>th</sup>

\*Subject to Change

- |                                       |   |                                       |   |
|---------------------------------------|---|---------------------------------------|---|
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Reports        | <input type="checkbox"/> Consent      | <input type="checkbox"/> Ordinance                      |
| <input type="checkbox"/> Resolution   | <input type="checkbox"/> Quasi-Judicial | <input type="checkbox"/> Old Business | <input checked="" type="checkbox"/> <b>New Business</b> |

## SUBJECT TITLE: February 14<sup>th</sup> Commission Meeting – Time and Agenda

**EXPLANATION:** The first Commission meeting after the January 31<sup>st</sup> election of is February 14<sup>th</sup>, which is also Valentine's Day.

We have received calls from members of the community advising they are not able to attend the February 14<sup>th</sup> Commission meeting because of scheduling conflicts and they have asked that several agenda items be moved to the next meeting or that the 14<sup>th</sup> meeting be rescheduled to an another date.

Normally an alternative date to the 14<sup>th</sup> would be possible; however in this case, the Charter<sup>i</sup> requires the Commission to meet on the 14<sup>th</sup> and select a Vice Mayor.

If it facilitates public attendance, the meeting could start earlier and be limited to the swearing in of the new Mayor and Commissioners and selection of the Vice Mayor.

Reviewed by Town Attorney

Town Manager Initials **JB**

Yes  No

### **Sec. 6.2. - Vice Mayor and acting Mayor Pro-Tem.**

On the second Tuesday following each regular election, one (1) member of the Town Commission may be designated, by resolution, as Vice Mayor to preside in the absence of the Mayor-Commissioner. In the event that the designated Mayor-Commissioner and the Vice Mayor are absent at any meeting of the Town Commission, any member of the Town Commission may be designated by the Town Commission to act as Mayor Pro-Tem for such meeting.