



MEMORANDUM

To: Mayor and Members of City Council

From: Rich Olson, City Manager

Date: June 5, 2018

Subj: Change in July Regular Council meeting

During the January 8, 2018, Regular Session, City Council approved a meeting calendar for the upcoming year. The calendar reflects City Council having one meeting in July, to be held on July 9, 2018. I will be out of the office on vacation and out of the Country for that meeting. Last month the Assistant City Manager, Angela Cole was notified that she was accepted into the Harvard, Kennedy School for Senior Executives in State and Local Government Program, which runs from July 9, 2018 to July 27, 2018, which means Angela and I will not be here for the July 9, 2018 Regular meeting. Therefore, I would like Council to consider moving the July 9, 2018, meeting to July 23, 2018, to allow for me to be present at the Regular Council meeting. However, if members of City Council have already made personal plans, I will make sure that City staff is prepared and ready for the July 9, 2018, regular scheduled meeting. The City has two Public Hearings which must be held in the month of July; preliminary plat for the movie theatre subdivision plat and their petition for voluntary annexation. Please take note when considering our request, July has 5 weeks and only one Council meeting, the next Council meeting is scheduled for August 13, 2018, more than 30 days from the meeting date of July 9, 2018. I plan on discussing this matter with Council at the June 7, 2018, Finance Committee meeting.

FINANCIAL:

The Finance Committee discussed this matter during their June 7, 2018 meeting. Upon motion made by Mayor Pro Tem King, seconded by Councilwoman Hummer, the Committee unanimously recommended approval by the City Council.

STAFF RECOMMENDATION:

By motion, approve to reschedule the July 9, 2018, Regular scheduled meeting to July 23, 2018, to allow for the City Manager to be present for the Regular meeting.