

M E M O R A N D U M

TO: Town Commission
FROM: Tom Harmer, Town Manager
DATE: May 7, 2019

SUBJECT: Cancellation of June 24, 2019 Special Meeting, July 15, 2019 Regular Workshop Meeting, and the August Meetings

Recommended Action

Cancel the June 24, 2019 Special Meeting, the July 15, 2019 Regular Workshop Meeting, and the August Meetings.

Background Information:

June 24, 2019 Special Meeting:

The Town Commission adopted the 2019 Town Commission meeting schedule on October 15, 2018. The meeting schedule included a Special Meeting on June 24, 2019, in the event of pending zoning or budget issues that may be needed prior to the Summer recess.

At this time, Staff has received adequate direction relating to the Fiscal Year 2019-2020 Budget and the Planning Staff have advised that there are no pending zoning-related items to be considered. As such, the Town Commission has the option to cancel the June 24, 2019 Special Meeting, as there are no required items for Commission consideration.

July and August Regular Workshop Meetings and the August Regular Meeting

Pursuant to Article II, Section 13 of the Town Charter (attached), the Commission has the authority to cancel the July and August Regular Workshop Meetings and the August Regular Meeting. This item is placed on the June 3, 2019, Regular Meeting Consent Agenda for Commission consideration.

Traditionally, the Town Commission has canceled these meetings. Pending consensus to approve the Consent Agenda, cancellation of the referenced Special Meeting, Workshops and Regular Meeting will occur.

Staff Recommendation

Cancel the June 24, 2019 Special Meeting, the July 15, 2019 Regular Workshop Meeting, and the August Meetings.

Attachment

Article II, Section 13, of the Longboat Key Town Charter

LONGBOAT KEY TOWN CHARTER

Article II. - Town Commission

Sec. 13. - Meetings.

(a) Pursuant to Article II, Section 6, of this Charter following each general municipal election, the town commission shall meet at the usual place for holding the meeting of the legislative body of the town, at which time the newly elected commissioners shall assume the duties of office. Thereafter the town commission shall meet at such times as may be prescribed by ordinance or resolution, except that it shall meet regularly not less than once each month for a regular voting meeting and once each month for a regular non-voting workshop, except that the regular non-voting workshops in the months of July and August and the regular monthly voting meeting in the month of August may be cancelled by the commission if cancelled at least thirty (30) days prior to the day on which the meeting would normally be conducted.

(b) All meetings of the town commission and of the committees thereof shall be public. Any citizen shall have access to the minutes and records thereof at all reasonable times. The commission shall determine its own rules and order of business and shall keep minutes of its proceedings.

End of Agenda Item