

**TOWN OF FAIRFAX
STAFF REPORT**

To: Mayor, Members of the Town Council
From: Michael Rock, Town Manager 
Date: May 4, 2011
Subject: Adoption of Town Council Meeting Schedule for the summer of 2011

RECOMMENDATION

The Town Council adopt a meeting schedule for the June, July and August regular Town Council meetings and Budget Workshops for the adoption of the FY 2011/12 Town Budget.

Suggested Meeting Dates:

June 1, 2011: Regular Council Meeting
June 22, 2011: Budget Workshop-1st public hearing of the FY 2011/12 Draft Budget
July 13, 2011: Regular Council Meeting (2nd public hearing on the proposed FY 2011/12 Budget)
August 17, 2011: Regular Council Meeting – Adoption of the FY 2011/12 Budget

DISCUSSION

The suggested schedule above would allow for a quorum at all meetings (working around vacation schedules) and allow for three meetings to discuss and then adopt the Town Budget for FY 2011/12.