

**TOWN OF FAIRFAX
STAFF REPORT**

To: Mayor, Members of the Town Council

From: Michele Gardner, Deputy Town Clerk *MG*

Date: May 1, 2013

Subject: Summer Meeting Schedule

RECOMMENDATION

Consider Council and Staff vacation schedules to confirm/set dates for Town Council Meetings in June, July, August, and September.

DISCUSSION

Currently the Town Council Meetings are scheduled as follows:

Budget Workshop	Date TBD
Town Council Meeting	Wednesday June 5
Budget Adoption	Tuesday July 9 -- Staff recommends changing to July 24 th
Town Council Meeting	Wednesday August 7
Town Council Meeting	Wednesday September 4.

Staff suggests Council bring their calendars to the meeting to facilitate the discussion.