



Date: September 1, 2026

Department: Clerk's Office

Presenter: Monica Chenault, Clerk/Treasurer

Subject: Rescheduling November 3, 2026, Town Council Meeting

Purpose:

To consider moving the regular Town Council meeting scheduled for Tuesday, November 3, 2026, to Monday, November 2, 2026, because necessary staff will be absent on November 3 and November 3 is General Election Day. This item requires Council action and is not a public hearing.

Background:

The Town Council's adopted 2026 meeting schedule places a regular meeting on Tuesday, November 3, 2026. That date is also the 2026 General Election, and necessary staff will be unavailable. Council may either move the meeting to Monday, November 2, 2026, or cancel the November 3 meeting.

Alternatives:

Option A — Move the November 3 meeting to November 2, 2026 (Recommended)

- Benefits Include: Maintains the Council's regular business cycle, avoids a conflict with General Election Day, and permits necessary staff to attend.
- Challenges Include: Requires public notice.

Option B — Cancel the November 3, 2026, meeting

- Benefits Include: Avoids holding a meeting without necessary staff and avoids a meeting on General Election Day.
- Challenges Include: Delays Council business until the next meeting and may create a heavier future agenda or delay time-sensitive items.

Fiscal Impact:

The anticipated fiscal impact of moving the meeting is \$28.50 for one week of newspaper advertising.