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for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: October 27, 2026

Item Details

Presenter(s): Allen Coleman, Town Clerk

Department(s): Town Clerk's Office

Requested Motion

Motion to adopt the 2027 Regular Schedule of Meetings for the Apex Town Council and confirm the 2026-27 Council Committee Schedules for the following committees:

- Governance, Fiscal Stewardship, and Internal Support Committee
- Public Safety Committee
- Responsible Development Committee

Approval Recommended?

Yes

Item Details

In accordance with North Carolina General Statute (NCGS) § 160A-71(a), the Town Council shall establish the time and place of its regular meetings, with state law providing for a minimum of one regular meeting per month when no schedule has been established. Additionally, pursuant to N.C.G.S. § 143-318.12(a), a current schedule of regular meetings, identifying the time and location of each meeting, shall be maintained on file with the Town Clerk. The adopted schedule shall also be made publicly available on the Town's website in accordance with N.C.G.S. § 143-318.12(d). These requirements promote transparency, public awareness, and accessibility to meetings of the governing body and its committees.

The Apex Town Council annually adopts a regular meeting schedule establishing the dates, times, and locations of its Regular Meetings and Work Sessions for the upcoming calendar year. Unless otherwise noted in the adopted schedule, the Town Council follows the established meeting schedule:

- **Regular Town Council Meetings:** Second and fourth Tuesdays of each month.
- **Regular Town Council Work Sessions:** Third Tuesday of each month.

In addition to the 2027 Town Council Regular Schedule of Meetings, the Council is being asked to formally confirm the previously developed 2026–2027 meeting schedules for the following Council Committees:

- Governance, Fiscal Stewardship, and Internal Support Committee
- Public Safety Committee
- Responsible Development Committee

All meetings are scheduled to take place at Apex Town Hall, located at 73 Hunter Street, Apex, North Carolina, unless otherwise specified in the respective meeting schedules.

Approval of this agenda item will establish the official 2027 Town Council meeting calendar and confirm the regular meeting schedules for the three Council Committees. The adopted and confirmed schedules will be maintained by the Office of the Town Clerk and made available to the public through the Town's website. Any subsequent changes to the regular meeting schedules will be communicated and noticed in accordance with applicable North Carolina Open Meetings Law requirements.

Individuals requiring special accommodations to attend meetings or requesting meeting information in an alternative format should contact the Office of the Town Clerk, located on the second floor of Apex Town Hall, at (919) 249-1260 or allen.coleman@apexnc.org. Questions regarding the meeting schedules may also be directed to the Town Clerk's Office.

Attachments

- CN1-A1: Proposed 2027 Town Council Meeting Schedule
- CN1-A2: Governance, Fiscal Stewardship, and Internal Support Committee Schedule – through June 30, 2027
- CN1-A3: Public Safety Committee Schedule – through June 30, 2027
- CN1-A4: Responsible Development Committee Schedule – through June 30, 2027