



## Agenda Item Summary Report

**Meeting Date:**

September 8, 2025

**Submitted by:**

Michelle Bailey Hedgepeth, Town Administrator  
Regine Watson, Town Clerk

**Item Title: Council Action |** Approval of the Change of Meeting Date from Monday, October 13, 2025, to Monday, October 20, 2025

Council Action | Approval of the Change of Meeting Date from Monday, October 13, 2025 to Monday, October 20, 2025

**Work Session Item [X ]**

**Council Meeting Item [X]**

**Documentation Attached:**

**Recommended Action:**

Council Approval to change the Council meeting date from the second Monday to the third Monday,

**Item Summary:** The Town Council usually meets on the second Monday of each Month. This item will allow the Council to change the meeting date to Monday, October 20, 2025. The Council will formally cancel the October 13, 2025, Town Council meeting with this item and move the meeting to October 20, 2025.

If you have any questions, the Town Administrator and Town Clerk can answer them.

**Budgeted Item:** Yes [ ] No [ ] NA

**Budgeted Amount:**

**One-Time Cost:**

**Ongoing Cost: NA**

**Continued Date:**

**Council Priority:** Yes [X] No [ ]

**Approved Date:**