



**Interoffice Memorandum**

**DATE:** November 7, 2011

**To:** All City Departments & eAgenda Users  
**From:** Pamela M. Nadalini, City Auditor and Clerk  
**Subject:** 2012 Regular City Commission Meeting Schedule & Deadlines

Please find below the 2012 Regular City Commission Meeting Schedule & Deadlines for submitting legal advertisements and publications for Legislative & Quasi-Judicial Public Hearings; eAgenda Requests and Backup Material:

<u>2012 City Commission Meeting Dates</u>	<u>Advertising Deadline Quasi-Judicial &amp; Zoning Public Hearings (Before 12:00 noon)</u>	<u>Advertising Deadline Legislative &amp; General Public Hearings (Before 12:00 noon)</u>	<u>eAgenda Requests &amp; Backup Material (Before 4:00 p.m.)</u>
January 3, 2012 (Tues.)	December 13, 2011	December 20, 2011	December 22, 2011 by 2 p.m.
January 17 (Tues.)	December 27, 2011	January 3	January 6
February 6	January 17	January 24	January 27
February 21 (Tues.)	January 31	February 7	February 10
March 5	February 14	February 21	February 24
March 19	February 28	March 6	March 9
April 2	March 13	March 20	March 23
April 16	March 27	April 3	April 6
May 7	April 17	April 24	April 27
May 21	May 1	May 8	May 11
June 4	May 15	May 22	May 25
June 18	May 29	June 5	June 8
July 2	June 12	June 19	June 22

**2012 Regular City Commission Meeting Schedule & Deadlines**  
**November 7, 2011**

<b>2012 City Commission Meeting Dates</b>	<b>Advertising Deadline Quasi-Judicial &amp; Zoning Public Hearings (Before 12:00 noon)</b>	<b>Advertising Deadline Legislative &amp; General Public Hearings (Before 12:00 noon)</b>	<b>eAgenda Requests &amp; Backup Material (Before 4:00 p.m.)</b>
July 16	June 26	July 3	July 6
*August 6 (Cancelled)	<del>July 17</del>	July 24	July 27
August 20	July 31	August 7	August 10
September 4 (Tues.)	August 14	August 21	August 24
September 17	August 28	September 4	September 7
October 1	September 11	September 18	September 21
October 15	September 25	October 2	October 5
November 5	October 16	October 23	October 26
November 19	October 30	November 6	November 9
December 3	November 13	November 20	November 21 by 2 p.m.
*December 17 (Cancelled)	<del>November 27</del>	<del>December 4</del>	<del>December 7</del>

*(Note: The above schedule is subject to change, per the request of the City Commission)*

If you have any questions or require further assistance, please do not hesitate to contact Lori Rivers, Deputy City Auditor and Clerk at ext. 4263. Thank you in advance for your assistance and cooperation.



Pamela M. Nadalini  
City Auditor and Clerk

/ktl

c: City Commission  
File

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\*Please note, historically the City Commission has opted to cancel the first meeting in August and the second meeting in December.