

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: June 23, 2016**

SUBJECT: Mayor's Vacation July 9 – August 1

SUBMITTING DEPARTMENT: Executive Management on behalf of the Mayor

PREPARED BY: Lea M. Duke Executive Assistant for Mayor Skoog

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: None

SUMMARY/BACKGROUND: Mayor Harvey Skoog will be traveling out of Town from July 9, 2016 through August 1st, 2016. Because Town Code §2-02-050 requires Council approval of any absence from the Town that lasts longer than 15 days he respectfully requests Council's approval for this absence.

Vice Mayor Rick Anderson will be acting in his absence per Town Code §2-02-020.

OPTIONS ANALYSIS: Council may approve Mayor Harvey Skoog's absence for greater than 15 days OR not approve the absence.

ACTION OPTION: Motion to approve Mayor Harvey Skoog's absence from the Town from July 9, 2016 through August 1st, 2016. **VOTE**

RECOMMENDATION: Staff recommends approval of Mayor Harvey Skoog's absence from July 9, 2016 through August 1st, 2016.

FISCAL ANALYSIS: None

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION: Approved Denied Tabled/Deferred Assigned to _____