

MEMORANDUM

TO: Mayor and Town Council

FROM: W. Calvin Horton, Town Manager

SUBJECT: Suggestion to Re-calendar an Agenda Item – Related to Recent Council Discussion (2/24/03) of Chapel Ridge Apartments

DATE: March 3, 2003

It has come to our attention that citizens concerned about an issue that was recently before the Town Council did not receive notice that the issue would be discussed.

Last Monday, February 24, 2003, an item on the Council's agenda was a follow-up report on access issues regarding Chapel Ridge Apartments. This issue had been on the Council's agenda originally as a petition on October 9, 2002, and subsequently as a response to the petition on November 25, 2002. The Council heard from a number of residents of Brookstone Apartments on November 25, and referred the discussion to the Manager for a follow-up report. That report was submitted to the Council for consideration at your February 24 meeting.

We began receiving calls last week from Brookstone residents who had not received notice that the item was scheduled for consideration on February 24. We have checked our records and confirmed that the two mailing lists which we used for notification for this item for the February 24 agenda did not include the Brookstone residents who spoke on November 25.

We apologize for this oversight. We suggest that the February 24 agenda item be re-submitted to the Council and appear on the Council's March 24 regular business meeting, so that citizens may address the Council.

