



**Town Council
Public Work Session
March 16, 2023**

**THIS MEETING WILL BE HELD ELECTRONICALLY AND IN PERSON
Please visit www.lau0relpark.org for more information**

1. Call to Order
2. Approval of the Agenda
3. Old Business
4. New Business
 - i. Interim Finance Officer Oath
 - ii. Resolution #2023-2 - Authorized Signers First Bank
5. Agenda Review
6. Adjournment



TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY

Title of Item: Interim Finance Officer Oath

Presenter: Mayor J. Carey O’Cain

Attachment(s): Yes/No

- Oath of Office

Summary of Item:

Mr. Edward McGowan Jr. has been hired as an Interim Finance Officer with the Town, while we seek a new full-time permanent employee, he is now designated as the Interim Finance Officer to provide appropriate workflow in the Administration Department.

Council Action Requested:

For informational purposes only.

Suggested Motion:

N/A



TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY

Title of Item: Resolution- Authorized Signers First Bank

Presenter: Mayor J. Carey O’Cain

Attachment(s): Yes/No

- Resolution # 2023-2 Authorized Signers First Bank

Summary of Item:

In order to remove former Finance Officer, Heather Smith, from the back signature cards, Council has to pass a new resolution positively stating who has signature authority. Staff recommends that we do not add a new signer for now, but instead wait until the new permanent Finance Officer is in place. The attached resolution removes Heather Smith but affirms the rest of the existing bank card signers.

Council Action Requested:

Review and approve Resolution #2023-2- Authorized Signers First Bank as presented.

Suggested Motion:

Move to approve/deny Resolution #2023-2 - Authorized Signers First Bank as presented.



**TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY**

Title of Item: Agenda Review for the Council Meeting scheduled for March 21, 2023

Presenter: Town Manager Alex Carmichael

Attachment(s): Yes/No

- Draft March 21, 2023, Town Council Agenda

Summary of Item:

The Town Council will hold their regularly scheduled Town Council meeting on the third Tuesday of the month, March 21, 2023, at 9:30am. The draft agenda is included with this memorandum for their review.

Council Action Requested:

Staff requests the Town Council review the draft agenda and amend at their pleasure.

Suggested Motion:

N/A



**TOWN OF LAUREL PARK
AGENDA ITEM SUMMARY**



**Town Council
Regular Meeting
March 21, 2023, at 9:30 a.m.**

**THIS MEETING WILL BE HELD ELECTRONICALLY AND IN PERSON
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- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Comment**
- 4. Approval of the Agenda**
- 5. Consent Agenda**
 - A. February Monthly Report
 - B. Minutes- February 9, 2023 Special Meeting
 - C. Minutes- February 16, 2023 Work Session Meeting
 - D. Minutes- February 21, 2023 Regular Meeting
 - E. Minutes- February 22, 2023 Budget Retreat Meeting
 - F. Minutes- March 7, 2023 Special Meeting/Budget Workshop
 - G. Arbor Day Proclamation
- 6. Old Business**
- 7. New Business**
 - A. Emergency Operation Plan
 - B. Amendment to the Strategic Operating Plan and Core Values
- 8. Town Manager's Report**
- 9. Department Head Reports**
 - A. Public Works
 - B. Fire Department
 - C. Police
 - D. Administration
- 10. Mayor and Commissioner Comments**
- 11. Adjournment**