

Memorandum



Community Relations Department

Date: April 17, 2008

To: Mayor and City Council

From: Shelley Hearn, Community Relations Manager, 480-350-8909

Through: Charlie Meyer, City Manager

Reviewed by: Andrew Ching, City Attorney and Jan Hort, City Clerk

Subject: Swearing In Ceremony options

According to the Charter, the newly elected Mayor and City Councilmembers are officially sworn in at the first regular City Council meeting in July. This meeting is typically held in place of the IRS with a limited formal agenda and a reception immediately following. Since the only scheduled meeting is July 17, the agenda will likely be full. In addition, we will be swearing in four elected officials and as was the case the last two swearing in ceremonies, the Council Chambers has been full to capacity with many individuals listening outside.

Staff has explored the following options for Council to consider for the swearing in ceremony and to address the overcrowding.

1. Hold the swearing in ceremony at the Tempe Center for the Arts at 3 p.m. prior to the Council meeting with reception immediately following then return to the Council Chambers for the meeting.
2. Hold the swearing in ceremony at the July 17 meeting in place of the IRS in the Council Chambers with a limited agenda. The reception would take place immediately following in an undetermined location. Tempe 11 staff could set up a viewing screen in the Police Auditorium so the overflow crowd would have the opportunity to watch the ceremony.

If necessary, a meeting could be added in July to accommodate the priority agenda items not covered. Please bring your calendars to the meeting.