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<b>File #:</b>	16-0059	<b>Version:</b> 1	<b>Name:</b>	
<b>Type:</b>	Action Item	<b>Status:</b>	General Agenda	
<b>File created:</b>	3/22/2016	<b>In control:</b>	<a href="#">Town Commission</a>	
<b>On agenda:</b>	4/5/2016	<b>Final action:</b>	4/5/2016	
<b>Title:</b>	Plan of Delegation Summary: Per charter section 3.04, the town manager must present a Plan of Delegation to the Commission for consideration			

[History \(1\)](#)   [Text](#)

### Summary

To: Mayor and Commissioners  
From: Micah Maxwell  
Date: 3/22/2016

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#### Subject:

Title  
Plan of Delegation

#### Summary:

Per charter section 3.04, the town manager must present a Plan of Delegation to the Commission for consideration

End

Body  
**Previous Commission Action:** N/A

**Background/Problem Discussion:** The Plan of Delegation designates a person or persons of the town to assume and exercise, in total or in part, the powers and duties of the town manager during his temporary absence or disability. My updated plan is as follows:

1. JP. Murphy, Assistant Town Manager
2. Eric Wahlbeck, Parks and Recreation Director
3. William Sohl, Chief of Police

**Expenditure Challenges** N/A

**Financial Implications:** N/A

**Recommendation:** Staff recommends approval

**Proposed Motion** I move approval of the Town Manager's Plan of Delegation