

## TOWN CLERK

The Town's charter calls for a town clerk to provide the necessary administrative functions for the Town's elected officials and the town manager. Laura Aldrich, a Certified Municipal Clerk since 2001 and soon to receive her Master Municipal Clerk designation, has been Indian River Shores' Town Clerk since 2005. Some of her main duties are to:

- Provide administrative support to elected officials, the Town Manager, committees and staff;
- Provide notice, attend, record and produce minutes of all Town Council and certain boards or committee meetings;
- Coordinate Town elections – Chair the Canvassing Board;
- Provide Notary service;
- Manage the Community Center's rental, use and maintenance;
- Maintain and improve the Website content;
- Maintain the Town's Municipal Code and Charter;
- Oversee the Town's records management program for compliance with State regulations; and
- Affix the Town seal, provide attestation, and maintain all official Town documents.



Laura Aldrich, CMC  
Town Clerk

Laura is dedicated to meeting the needs of the residents of Indian River Shores. Please feel free to call or e-mail her at [townclerk@irshores.com](mailto:townclerk@irshores.com).



Community Center

## ELECTION INFORMATION

WHEN: 2<sup>ND</sup> Tuesday in March of each odd-numbered year  
WHERE: Town Community Center

The next Town of Indian River Shores' election is in March 2011. Our current Mayor, Bill Kenyon, and Vice Mayor, Bill Ahrens, are unable to seek reelection due to term limits of two consecutive terms (8 years) imposed by the Charter. We will have two Town Council seats open for interested residents to consider. Once elected, the Council selects the mayor and vice mayor. Visit the Town Clerk or our website, [www.irshores.com](http://www.irshores.com) for up-to-date election information.

**Voter's Information.** Mail (Absentee) Ballot Requests may be obtained by calling the Supervisor of Election's Office, (772) 226-3440 or visiting their website, [www.voteindianriver.com](http://www.voteindianriver.com). Voter's Registration forms are available in the Town Clerk's office, which is also used to change your address, party affiliation, legal name; or to secure a replacement card.

## LEGAL CHANGES

Only Ordinance 499 adopting the Florida State Fire Code has been added to the Town's Code since the last publication of this report.

Resolutions passed by the Town Council since the last report are as follows: 09-02, Intercity Rail Component of FEC Corridor Project; 09-03 through 09-06 Concerning Millage Rate and Budgets; and 10-01 Increasing Signature Authority of Town Manager and Town Treasurer.



Hawk at Town Hall