



PLANNING AND ZONING COMMISSION MEMORANDUM

FROM: The Office of the City Manager **DATE:** August 4, 2016

SUBJECT: Presentation on the Granicus agenda management system.

PRESENTER: Alicia Richardson, City Secretary

SUMMARY:

During the Work Session of The Planning & Zoning Commission, staff will brief commissioners on new procedures for using Granicus, the new agenda management system, in the Council Chambers. Prior to this training session, the Commission will meet in the Work Room for dinner and other business at 6:00 p.m. before a recess in order to reconvene in the Council Chambers.