



## CAPITAL IMPROVEMENT ADVISORY COMMITTEE MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** November 1, 2018

**SUBJECT:** Approve minutes of the October 5, 2017, Capital Improvement Advisory Committee meeting.

**PRESENTER:** Caroline Waggoner, Public Works Director

**SUMMARY:**

The minutes are approved by majority vote of the Committee at the Capital Improvement Advisory Committee meetings.

**GENERAL DESCRIPTION:**

The Planning and Zoning Office prepares action minutes for each Capital Improvement Advisory Committee. The minutes from each meeting are placed on a later agenda for review and approval by the Committee. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

**RECOMMENDATION:**

Approve minutes of the October 5, 2017, Capital Improvement Advisory Committee meeting.