



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** November 12, 2019
SUBJECT: Approve minutes of the October 14 and October 28, 2019 regular City Council meetings.
PRESENTER: Alicia Richardson, City Secretary

SUMMARY:

The minutes are listed on the consent agenda and approved by majority vote of Council at the City Council meetings.

GENERAL DESCRIPTION:

The City Secretary's Office prepares action minutes for each City Council meeting. The minutes for the previous meeting are placed on the consent agenda for review and approval by the City Council, which contributes to a time efficient meeting. Upon approval of the minutes, an electronic copy will be uploaded to the City's website.

RECOMMENDATION:

Approve the minutes of the October 14 and October 28, 2019 regular City Council meetings.