



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** September 13, 2021
SUBJECT: Approve the minutes of the August 12 and August 16, 2021 special 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 August 12 and August 16, 2021 special City Council meetings.