

# Memo



To: Mayor Kaufman, Administrative Committee Members- Morrison (Chair), O'Neal (Vice Chair), Holliday and Smith

From: Kathy Welfl, City Clerk

CC: Jim Ellison

RE: Meeting notice

Date: February 5, 2018

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The Administrative, Office, Economic Development Committee will meet on **Tuesday February 6, 2018 at 4:30 p.m.** in Council Chambers/Conference Room at City Hall.

## AGENDA

1. Review the Gering Civic Plaza Rental Agreement

The Committee reserves the right to enter into closed session for discussion on agenda items based on protection of public interest.

**If you cannot attend the meeting call Kathy at 436-6812.**