ANNOUNCEMENT NO. 2

ANNOUNCEMENT TO BE MADE BY THE MAYOR BEFORE CONCLUDING THE EXECUTIVE SESSION (WHILE THE SESSION IS STILL BEING RECORDED)

I hereby attest that this recording reflects the actual contents of the discussion at the executive session and has been made in lieu of any written minutes to satisfy the recording requirements of the Open Meetings Law.

_____ I will have the City Clerk retain the recording for a 90-day period.

OR
(if City personnel were the subject of the session and not present at the session)

_____ I will retain the tape in my possession for a 90-day period.

The time is now _____, and we now conclude the executive session and return to the open meeting.

(stop recording and return to open meeting)