



## PLANNING & ZONING MEMORANDUM

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**TO:** Planning & Zoning Commission

**FROM:** Matthew R. Schmitz, MPA – City Manager

**DATE OF MEETING:** June 4, 2024

**ITEM TITLE:** Meeting Minutes – December 5, 2023

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### **BACKGROUND:**

In the past, meeting minutes have not been approved at subsequent meetings, in reviewing how processes should work, etc., we have now added them to the agenda for approval. Minutes from the meeting are attached for review.

### **RECOMMENDATION:**

Staff recommends a motion to approve the meeting minutes of the December 5, 2023, Planning & Zoning Commission Meeting.