



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** November 17, 2021  
**PREPARED BY:** Scott Dunlop, Interim City Manager  
**DEPARTMENT:** Administration

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the acceptance of the November 2021 Departmental Reports.

### BACKGROUND/SUMMARY:

- Police – Ryan Phipps, Chief of Police
- Development Services – Scott Dunlop, Development Services Director
- Community Development – Debbie Charbonneau, Heritage and Tourism Manager
- Municipal Court – Sarah Friberg, Court Clerk
- Public Works – Michael Tuley, Director of Public Works
- Finance – Lydia Collins, Director of Finance
- Human Resources, Tracey Vasquez, HR Manager

**LEGAL REVIEW:** Not Applicable

**FISCAL IMPACT:** Not Applicable

**PRESENTATION:** No

**ATTACHMENTS:** Yes

- November 2021 Department Monthly Reports

### STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve and accept the November 2021 Departmental Reports.

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**PLANNING & ZONING COMMISSION:**      **Recommend Approval**      **Disapproval**      **None**

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