



OFFICE OF CITY MANAGER

**MEMORANDUM**

To: Mayor and City Commission

From: Cindy Cameron Ogle, City Manager *CCO*

Re: **NOVEMBER/DECEMBER CITY COMMISSION MEETING SCHEDULE**

Date: November 15, 2018

Please accept this memorandum as information regarding the above referenced subject.

Specifically, the November 20, 2018, City Commission meeting is cancelled. There will be one City Commission meeting in December which will be held on Tuesday, December 11, 2018 at 6:00 P.M. in the City Council Room at City Hall. By copy of this memorandum, all appropriate parties are hereby notified of this schedule.

If you have questions or desire clarification, please let me know.

CCO/cl

cc: Ron Sharp, City Attorney  
Department Heads  
Marci Claude, Public Relations Manager  
Kevin Tierney, PEG Coordinator  
Steve Hartford, MIX 105.5  
The Mountain Press  
The Tennessee Star Journal  
The Smoky Mountain Herald