## **MEMORANDUM TO FILE**

**DATE:** May 19, 2025

1993 • 2001 • 2017

**FROM:** Alexis Givings, City Clerk

SUBJECT: Resolution No. 58-25 Disclosure of Written, Potential Ex-Parte Communications

As Item 7.C. on the May 20, 2025 agenda pertains to a quasi-judicial public hearing, the City has made a good faith effort to facilitate public access to written, potential exparte communications located within the City's email server.

To this end, the City has conducted a thorough search of its E-mail server and no records were located.